

DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD

<p>Charter Actions Requiring a Vote</p> <p><input type="checkbox"/> Approve a Charter Application (15 yrs)</p> <p><input type="checkbox"/> Approve a Charter Renewal (15 yrs)</p> <p><input type="checkbox"/> Approve Charter Continuance (5 or 10 yrs)</p> <p><input type="checkbox"/> Approve a Charter Amendment Request</p> <p><input type="checkbox"/> Give a Charter Notice of Concern</p> <p><input type="checkbox"/> Lift the Charter Notice of Concern</p> <p><input type="checkbox"/> Commence Charter Revocation Proceedings</p> <p><input type="checkbox"/> Revoke a Charter</p> <p><input type="checkbox"/> Board Action, Other _____</p>	<p>Non-Voting Board Items</p> <p><input checked="" type="checkbox"/> Public Hearing Item</p> <p><input type="checkbox"/> Discussion Item</p> <p><input type="checkbox"/> Read into Record</p>
<p>Policies</p> <p><input type="checkbox"/> Open a New Policy or Changes to a Policy for Public Comment</p> <p><input type="checkbox"/> Approve a New Policy</p> <p><input type="checkbox"/> Approve an Amendment to an Existing Policy</p>	

PREPARED BY: Teri Quinn, Senior Manager, School Quality & Accountability

SUBJECT: Public Hearing on Briya Public Charter School Charter Amendment

- New Campus Location

DATE: June 25, 2019

The following proposal was opened for public comment on May 16, 2019, and will remain open until June 28, 2019, with a public hearing on June 25, 2019. The DC Public Charter School Board (DC PCSB) is scheduled to vote on the proposal at its July 15, 2019 board meeting. Any public comment received will be discussed prior to the vote.

Proposal

Briya Public Charter School (Briya PCS), a single campus school operating in four facilities in Wards 1, 4, and 5, submitted written notification to DC PCSB on May 10, 2019 stating its intent to relocate its Mount Pleasant site from its current facility on Newton Street NW in Ward 1, to a new location at 4300 13th Street NW in Ward 4. Given the school is currently looking for a permanent location for its Mount Pleasant site, this relocation is intended only for school years (SY) 2019-20 and 2020-21, however the school could remain at the new site beyond SY 2020-21.

The proposed site is located within an existing DC Public School (DCPS), Sharpe Health School, that is about 81,340 square feet, of which Briya PCS will occupy about 6,000 square feet to educate approximately 90 adults and 13 prekindergarten (PK)

students. The distance between Briya PCS's current site and the proposed new site is approximately 1.2 miles. As a result, Briya PCS states in its amendment application that the school has taken several steps to ensure a smooth transition for students with minimal disruptions. First, Briya PCS will provide monthly bus passes to ensure students have access to public transportation to get to and from the new location¹. Additionally, given the school will relocate from the Mount Pleasant site this summer, Briya PCS has worked with existing families to find them space in the summer school program at one of its other three sites to ensure continuity of services. One of the sites is located in Adams Morgan, only 1.2 miles away. Further, the school states it will maintain consistency and high-quality programming for students by assigning the same staff and teachers to work at the new, temporary site.

The following table outlines each facility where the school will operate for the next two school years:

School Years 2019-20 and 2020-21

Facility Names (Grades: Adults and PK3-PK4)	Locations
Briya PCS – Adams Morgan	2333 Ontario Road NW Washington, DC 20009 Ward 1
Briya PCS – Fort Totten	100 Gallatin Street NE Washington, DC 20011 Ward 5
Briya PCS – Petworth	3912 Georgia Avenue NW Washington, DC 20011 Ward 4
Briya PCS – Sharpe Health School <i>(formerly located at the Mount Pleasant site)</i>	4300 13 th Street NW Washington, DC 20011 Ward 4

Rationale

Briya PCS currently operates as a single campus across four facilities in Wards 1, 4, and 5. Its Mount Pleasant site is located inside DCPS's Bancroft Elementary School at 1755 Newton Street NW in Ward 1. Although Briya PCS has occupied space at the Mount Pleasant site for nearly twenty-five years, DCPS informed the school in late 2018 that it anticipates increased enrollment for Bancroft Elementary and thus

¹ Briya PCS students are not eligible for DC's [Kids Ride Free](#) program, given eligible students must be ages 5-21. Therefore, Briya PCS funds monthly bus passes for its adult and PK students from the school's budget.

needs the additional space that Briya PCS currently occupies. As a result, Briya PCS is currently finalizing a Memorandum of Understanding (MOU) with DCPS regarding its occupancy at the Sharpe Health School. Per the pending MOU, the school has agreed to vacate the Mount Pleasant facility at the end of SY 2018-19, and beginning prior to SY 2019-20, Briya PCS will temporarily co-locate with DCPS's Sharpe Health School at 4300 13th Street NW in SY 2019-20 and SY 2020-21.

Financial Implications

According to the school's most recent financial audit, Briya PCS's financial position was healthy with strong financial indicators. Most notably, the school's debt ratio was low at 0.14, meaning that approximately 14% of the school's assets were financed using debt. Additionally, the school has strong liquidity with a current ratio of 19.8 and over 400 days of cash on hand, well above the sector median of 3.7 and 92, respectively. Per the school's charter agreement amendment application, Briya PCS's proposed budget includes expected Occupancy Costs of roughly \$1.6M, which represents an overall decrease of almost \$300K in occupancy costs compared to FY 2019. As such, DC PCSB does not have financial objections to this amendment request.

A copy of the school's proposed 5-year budget can be found in Attachment B.

Notification

Briya PCS reports it obtained approval from its board for the proposed amendment on May 15, 2019, and it has taken several actions to inform students and staff of the proposed temporary relocation by providing updates at student council and staff meetings, and by distributing weekly staff email updates and a letter to the Briya PCS and Bancroft Elementary School communities.

On May 16, 2019, DC PCSB submitted a notice to be published in the DC Register and posted a notice on its website stating it would accept public comment until June 28, 2019. DC PCSB staff also notified Advisory Neighborhood Commissioners Jack McKay (1D03) and Debbie Matties (4C05) of the school's proposed amendment. Copies of these public notices in their entirety may be found here:

<https://dcpcsb.egnyte.com/fl/GE5PemqHMP>.

Attachments to this Proposal

Attachment A: School's Charter Amendment Application (enclosed)

Attachment B: Briya PCS 5-Year Budget

Attachment C: Charter Agreement Amendment (will be provided prior to vote)



DISTRICT OF COLUMBIA PUBLIC CHARTER SCHOOL BOARD
Charter and/or Charter Agreement Amendment Application
Attachment A

Briya PCS Amendment Application
Part I: General Information

All applicants must complete this section

SUBMITTED BY: Daniela Grigioni – Briya PCS
SUBJECT: Charter Amendment Request for: (Mark all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Enrollment Ceiling Increase | <input type="checkbox"/> Campus Reconfiguration |
| <input type="checkbox"/> Program Replication of Grades Served | <input type="checkbox"/> LEA Status for Special Education |
| <input type="checkbox"/> Grade Level Expansion (Single Grade) | <input type="checkbox"/> Special Education Enrollment Preference |
| <input type="checkbox"/> Grade Level Expansion (Grade Band) | <input type="checkbox"/> Governance Structure (Bylaws, Articles of Incorporation or Management) |
| <input checked="" type="checkbox"/> Additional Facility or New Location | <input type="checkbox"/> Graduation Requirements |
| <input type="checkbox"/> Goals and Achievement Expectations | <input type="checkbox"/> Competency-Based Learning Application |
| <input type="checkbox"/> Mission or Education Philosophy | |
| <input type="checkbox"/> Curriculum, Standards or Assessments | |
| <input type="checkbox"/> Name Change – Campus or Facility | |

SUBMISSION DATE: 5/10/2019

SCHOOL BACKGROUND

Please address the following questions in their entirety. This information provides helpful background to the DC PCSB Board as it reviews these requests.

Overview of School Performance

1. Provide the following information about your Local Education Agency (LEA) by campus:
 - a) Campus name(s) and location(s): **Briya currently has four sites in Adams Morgan, Mount Pleasant, Petworth, and Fort Totten.**
 - b) Year opened: **2006**
 - c) Grade levels served (Currently and at maturation of charter agreement, if applicable): **PK and Adult**
 - d) Date that charter will be eligible for possible renewal: **SY 2020-2021**

2. Please select the performance indicators below that describe the school's current performance*: (Mark all that apply)

- Currently rated Tier 1, or met at least 2/3 of targets on the most recent PK-only PMF or Alternative Accountability Framework.
- School is not currently under corrective action.
- Has historically met enrollment projections w/in 80% of target.
- School has been in operation for 3+ years.
- School is currently accredited. **December 1, 2025**

*If the school has multiple campuses or varying PMFs, please describe the academic performance of each campus here: **N/A**

Disclaimer: While processing this application, DC PCSB staff may contact you later to request additional information for the Board's consideration. By submitting this application, you agree to cooperate with DC PCSB staff to ensure your application is processed in a timely manner. For questions, please contact DC PCSB staff person Laterica (Teri) Quinn at (202) 328-2660.

PROPOSAL

Briya PCS submits to the DC Public Charter School Board this application to amend its charter agreement by changing the item(s) selected above. If approved, this amendment will be effective on July 22, 2019 (*leave blank if this has not been determined*).

1. Please provide details on the selected amendment(s) above and describe the requested change(s), including the school's rationale for the proposed changes. Describe any planning that is already underway to prepare for the proposed amendment.

Briya is applying for a charter amendment for the relocation of one of its four sites. For 25 years, Briya PCS has occupied space in Bancroft Elementary School. In late 2018, DCPS expressed a need for additional space to accommodate increased enrollment at Bancroft. After many conversations, it was decided that Briya would leave Bancroft in Summer 2019. Briya has partnered with West Education Campus to share space in the Sharpe Health School (4300 13th Street NW) for school years 2019-2020 and 2020-2021. Previously, Briya moved to Sharpe when Bancroft was being modernized during the 2016-2017 and 2017-2018 school years. Briya has initiated plans for a smooth transition for students and staff and it plans to begin classes there on time at the start of the 2019-2020 school year.

Briya is currently working on plans for a permanent location for this site and is in conversation with partners at DCPS, Mary's Center, and other charters about the possibility of future colocation.

2. How will the proposed amendment(s) support or enhance the school's mission?

Relocating to Sharpe will allow Briya to continue to achieve its mission of strengthening families through culturally-responsive two-generation education. This temporary space will house all the classes that currently meet at Bancroft therefore allowing Briya families to continue receiving the same, high quality education.

3. While considering this amendment request, DC PCSB staff may review the school's history of board actions, DC PCSB audits, community complaints, enrollment trends, and any relevant data used by DC PCSB to monitor equity in schools. Please describe any DC PCSB audits, notices of concern or other board actions issued against your school in the past 3 years. What was the outcome? Please explain what steps, if any, you've taken to address the concerns that prompted a DC PCSB audit, board action, or community complaint.

In its 13 years as a charter school, Briya has only received notification of one complaint, one concern, and one incident of noncompliance with the Conflict of Interest Policy. First, in August 2018, a complaint was filed against Briya by a potential student who was unclear as to why she had been put on the waitlist. Briya followed up with the student to explain the policy and to let her know that she could reapply; the complainant was satisfied with Briya's response. Second, also in August 2018, PCSB received a concern about robocalls and text messages from Briya. This was the result of a glitch with a communication system that Briya is no longer using. Finally, also in August 2018, Briya was notified by the PCSB that they were in noncompliance with the Conflict of Interest Policy when they did not report the hiring of a former board member as a consultant. In response, Briya, delivered a formal letter in a meeting with Scott Pearson to explain the matter. The letter outlined Briya's misunderstanding of the

***Disclaimer:** While processing this application, DC PCSB staff may contact you later to request additional information for the Board's consideration. By submitting this application, you agree to cooperate with DC PCSB staff to ensure your application is processed in a timely manner. For questions, please contact DC PCSB staff person Laterica (Teri) Quinn at (202) 328-2660.*

Conflict of Interest Policy as well as Briya's corrective action to have the Board review the contract and then bid out the work. These steps assured that Briya would be in compliance with the Conflict of Interest Policy for the following fiscal year.

4. DC PCSB will review the school's Financial Audit Reviews (FAR) and current financials to determine the fiscal health of the organization. If applicable, describe how the proposed amendment will impact the school's finances. Explain any anticipated expenses for the proposed changes and how the school will finance them. *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Name Changes and Graduation Requirements. If not applicable, write N/A.]*

Note: *If applicable, in addition to your narrative please attach a proposed 5-year Operating Budget.*

The proposed relocation will not significantly affect the school's finances since it is a lateral move, there are no acquisition costs, and the rent is comparable. There will be a onetime relocation cost for moving which Briya estimates to be about \$70,000 and will be included in in the FY20 budget to be submitted by June 1, 2019 after board approval. Review of Briya's audits and FAR reports will show that Briya has the resources to make this move without harming its financial condition.

Documentation:

Briya's Five Year Estimated Budget Projections.

5. How has the school informed its external stakeholders (e.g. local ANC commissioners, neighbors) and internal stakeholders (e.g. staff, parents) of the proposed amendment(s)? Please attach any written communication (e.g., meeting minutes). Describe any notable support for or opposition to the proposed amendment(s). If concerns have been brought to your attention, how do you plan to address them? *[EXCLUDES the following amendments: Governance, Goals, Mission, Curriculum, Graduation Requirements and Competency-Based Learning Credits. If not applicable, write N/A.]*

Briya has taken several actions to inform internal and external stakeholders about its plans for another temporary relocation to Sharpe. Internally, Briya has continually engaged students in the relocation process through regular updates at student council meetings. In addition, once the decision was finalized, the Executive Director, Christie McKay, wrote a letter that was distributed to affected families and she visited each of the classes impacted by the relocation to explain the decision. Christie has also provided regular updates at staff and board meetings.

Externally, Briya provided formal communication of the decision to the Bancroft community, the West EC PTO, and DCPS. Briya has also informed OSSE of the relocation and let them know that Briya will continue to implement the Community Schools grant while at Sharpe. In June, Briya will visit the ANC meeting to discuss the move.

6. When did your school's board approve the proposed amendment(s)? Please attach minutes from the meeting and vote results.

Briya's board will vote on the move to Sharpe at their meeting on Wednesday, May 15, 2019. Documentation: Draft Board Meeting Minutes from May 15, 2019.

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).
 - 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.

Current Facilities:
Adams Morgan
2333 Ontario Road NW
Washington, DC 20009
Mount Pleasant (*to be relocated to new facility*)
1755 Newton Street NW
Washington, DC 20010
Petworth
3912 Georgia Avenue NW
Washington, DC 20011
Fort Totten
100 Gallatin Street NE
Washington, DC 20011

New Facility
Sharpe Health Campus
4300 13th Street NW
Washington, DC 20011
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.

The proposed facility is a DCPS swing space where schools can relocate while their permanent spaces are being modernized. Briya's site at Bancroft Elementary in Mount Pleasant previously relocated to this space while Bancroft was being renovated during 2016-2018. Briya is currently finalizing an MOU with DCPS and DGS regarding its occupancy. The total square footage of Sharpe is 81,340. The portion of the building that Briya will occupy is approximately 6,000 square feet. Briya will have child and adult education classes at the new location. Approximately 90 adult students, 13 pre-kindergarteners, and 19 staff will use this space.

4. If the school is planning to move a current campus into a new location, please answer the following:
- How will the change in location impact students who currently attend this campus, and how will you ensure that students will re-enroll?

Briya has taken several steps to ensure that students will reenroll for the 2019-2020 school year. Briya has continually engaged students in conversations about the relocation and specifically chose a location that many of them are already familiar with from the previous relocation a year ago. Briya will also maintain the same staff and teachers who currently work at the site in Bancroft Elementary to ensure that students will continue to have consistency in staff and the same high-quality services that they are accustomed to. Finally, Briya has worked with families to find them spaces in the summer school program at one of our other three sites. As of May 2019, 97% of current students from the Bancroft site have reenrolled for the 2019-2020 school year at Sharpe.

The new campus is approximately one mile from the current campus which will minimize the additional commuting time required of students. In addition, the new campus is about one-half of a mile from another Briya campus on Georgia Avenue in Petworth. The Georgia Ave. campus co-locates with Mary's Center, a partner of Briya since 1999. Currently, students who attend the Mount Pleasant Campus are about 1.2 miles from the closest Mary's Center location (Adams Morgan). The move will put students closer to Mary's Center which will facilitate their access to health and social services.

- Given that students are expected to move; how will you support families that need transportation?

Briya currently supports students with transportation by providing monthly bus passes; Briya will continue to provide this support after the move. Many current students will be familiar with how to get to the new location from when Briya occupied the space in 2016-2018. In addition, Briya will dedicate time in students' classes to showing them how to get to the new location.

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.

Sharpe Health Campus is located at 4300 13th Street, NW between Upshur and Allison Streets. The neighborhood is largely residential with some commercial properties nearby on 14th Street and Georgia Avenue. The closest Metro stop is the Georgia Ave.-Petworth Station which is 0.7 miles away. There are several bus routes near the school on 14th Street, 13th Street, and Georgia Ave. Within a block are several other schools – Theodore Roosevelt High School, Macfarland Middle School, Powell Elementary, and Dorothy I Height Elementary. Since Briya serves children ages 0-5 and parents, most Briya students are outside of the age ranges and grade spans that these other schools serve and will therefore not be in competition with them.

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.

Briya has taken several actions to inform internal stakeholders about its plans for another temporary relocation to Sharpe. Briya has continually engaged students in the relocation process through regular updates at student council meetings. In addition, once the decision was finalized, the Executive Director, Christie McKay, wrote a letter that was distributed to affected families and she visited each of the classes impacted by the relocation to explain the decision. Christie has also provided regular updates at staff and board meetings. No concerns have been brought forth from the school's internal community.

Documentation:

- Student council minutes
- Staff meeting minutes
- Weekly staff email updates
- Board minutes
- Letter to Briya PCS and Bancroft ES communities

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.

Briya has taken several actions to inform external stakeholders about its plans for another temporary relocation to Sharpe. Briya provided formal communication of the decision to the Bancroft community, the West EC community, and DCPS. Briya has also informed OSSE of the relocation and let them know that Briya will continue to implement the Community Schools grant at Sharpe. In June, Briya will visit the ANC meeting to discuss the move.

Documentation:

- Letter to West EC community
- Letter to Briya PCS and Bancroft ES communities

8. Will there be newly-created slots for additional students? If so, discuss student

recruitment efforts in the new school community.

There will be no change to Briya the number of spaces for students because of the move.

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.

The occupancy maximum for Sharpe is 605 seats. Currently, Sharpe has 315 students and Briya has 90 adult students and 13 kindergarteners who attend this site.

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?

There are no acquisition costs and the rent is comparable to the current facility it is replacing. There will be no new additional students served at the site. There are relocation costs of about \$70,000.

- b. What is the school's per-pupil cost, and how does this compare with its per-pupil allowance?

\$16,446.08 per pupil cost; \$16,458.87 per pupil revenue per FY20 budget.

- 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)?

Briya's total facilities cost is \$1,907,462

- d. How does this expense compare with your per-pupil allowance?

\$2,387,707 or a surplus of \$480,245 in FY20.

- e. What additional sources of funding do you plan to use to pay for this new facility.

Briya will not need additional resources to pay for the space.

- f. If applicable, what contingencies do you have in place in case the new location enrolls fewer students than anticipated?

Briya has a 25% contingency built into the facilities budget. Briya has never missed its budgeted enrollment. If Briya were to miss its enrollment projections, it has resources to cover the facilities' costs.