



Providence Creek Academy

Charter School

DE Department of Education
Charter School Office
401 Federal Street, Suite 2
Dover, DE 19901
Phone: (302) 735-4020

Providence Creek Academy
273 Duck Creek Rd.
Clayton, DE 19938
302-653-6276

December 2, 2019

Dear Dr. Bunting,

Providence Creek Academy (PCA) is writing to request a minor modification to our current charter. Attached you will find the Minor Modification Application request approved for submission to the Department of Education by the Providence Creek Academy Board of Directors on November 21, 2019. As a part of this request, Providence Creek Academy is seeking to increase the school's enrollment from, would allow PCA to:

1. Better serve the community by allowing for additional students to attend the school. PCA has an annual waitlist of 200+ students. This modification would allow the school to service additional students to lessen the annual waitlist.
2. Allow for more consistent enrollment. Data indicates that students who attend PCA for nine years are more likely to obtain and maintain academic proficiency. This increase would allow for student attrition over grade levels.
3. Hopefully expand the number of educationally at risk students serviced by the school. While the blind lottery process for the school is conducted by a third party (Data Service Center), it is hoped that by expanding the school's population, PCA will be able to enroll more educationally at-risk students.

We are thankful for you time and consideration of this minor modification.

Signed,

Denise Stouffer
Head of School

Providence Creek Academy

APPLICATION TO MODIFY AN APPROVED CHARTER

2019-2020

PROVIDENCE CREEK ACADEMY
273 W. DUCK CREEK RD.
CLAYTON, DE 19938

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IV. CHARTER SCHOOL MODIFICATION APPLICATION QUESTIONS

There are core questions that must be answered by the applicant, regardless of whether the modification is considered a minor or major modification. Additional questions are determined by the specific nature of the request, for example expansion or reduction by more than 15%, change of name, change of location, etc. Please provide clear, complete, and accurate information in response to each question.

Please indicate the type(s) of modification(s) you are requesting by checking all applicable boxes below:

Table 2

Minor Modification (Section A Only)		Major Modification (Section A <i>AND</i> additional questions identified below)	
X	Enrollment change (increase or decrease) between 5 and 15%		Performance Agreement Section A only
	Change agreement with EMO/CMO		Enrollment change (increase or decrease) of greater than 15% Section B
	Start date (one-time) delay		Grade configuration (adding grade levels or reducing grade levels) Section C
	Name of charter school		Educational Program (i.e. curriculum) Section D
	Existing or planned school facilities or structures (including any plan to use temporary or modular structures)		Mission (includes At-Risk designation) Section E
	Change in terms to current site facility arrangement (i.e. lease to purchase)		Replace, remove, or add EMO/CMO, or transfer of authorizer Section F
	Educator Evaluation Process		Enrollment preferences Section G
	A change to the current authorized number of hours, either daily or annually, devoted to actual school sessions.		Location change Section H
	Other		Goals for student performance Section I

Section A Core Questions:

1. What modification does the school’s Board of Directors want to make to the term(s) of the charter? Identify the page number(s) on which the term(s) is/are stated in the currently approved charter. If the term(s) of the charter the school wants to modify is/are conditions placed on the charter by the Secretary of Education and members of the State Board of Education, state the condition(s) and the date(s) on which the condition(s) was/were placed on the school’s charter.

Providence Creek Academy seeks to have the Secretary of Education approve the submission of a minor modification to increase the school’s enrollment from 669 to 709 students. This would represent an increase in enrollment of 6%.

Grade	Approved Enrollment	Requested Modification to Enrollment SY20/21
K	72	82
1	72	81
2	75	78
3	75	78
4	75	78
5	75	78
6	75	78
7	75	78
8	75	78
TOTAL	669	709
	% Increase	6.0%
	# Increase	40

This modification, if approved by the Department, would allow PCA to:

1. **Better serve the community by allowing for additional students to attend the school.**
PCA has an annual waitlist of 200+ students. This modification would allow the school to service additional students to lessen this demand.
2. **Allow for more consistent enrollment.** Data indicates that students who attend PCA for nine years are more likely to obtain and maintain academic proficiency. This increase would allow for student attrition over grade levels.
3. **Hopefully expand the number of educationally at risk students serviced by the school.**
While the blind lottery process for the school is conducted by a third party (Data Service Center), it is hoped that by expanding the school’s population, PCA will be able to enroll more educationally at-risk students.

2. What is the effective date of the proposed modification?

PCA would like this modification to go into effect for SY20/21.

3. The authorizer will review your most recent Performance Review Reports as part of your application. Discuss the school's academic performance, compliance with the terms of its charter, and financial viability as measured by the Performance Framework.

Providence Creek Academy has a long standing history of being one of Delaware's premier public schools. The high demand for a school with a family environment, and a hands-on approach to learning with an emphasis on the Arts has resulted in Providence Creek Academy exceeding our enrollment projections and educating 690 students for the last two years.

Due to our limited space, PCA consistently has an annual waitlist of 200 students. The blind lottery process, which is held annually, has allowed PCA to continue to represent a very diverse population of students. According to the school year 2019 Consolidated Federal Grant Application, 30.87% of the current PCA students are socioeconomically disadvantaged¹. Although PCA has always provided a Title I schoolwide program, this percentage indicates a 10% increase over prior years². This data indicates that PCA has a greater number of students that are socio-economically disadvantaged in comparison to both the Town of Clayton (12.2%) and Smyrna (8.2%) based on the current USA Data statistics³.

PCA's performance in Mathematics Proficiency is 56.5% which is 12% above the state average of 44% . PCA's analysis of math data indicates that this increase resulted from a strong system of RTI combined with additional professional development on the utilization and implementation of math manipulatives.

PCA's performance in ELA Proficiency is 63.9% which is 10% above the state average of 53%. The percentage for SY18/19 shows a slight decrease of 2.4% from the previous year's score. Analysis of the data indicates that students in grades three are having difficulty with reading fluency and comprehension. Additional resources have been added through direct instructional coaching by our reading specialist, enhanced professional development in the use of reading comprehension materials, and a change to the master schedule to allow for additional professional learning communities to allow for deeper analysis and planning based on student data.

The performance framework reports for PCA demonstrate that the school has met and exceeded academic, organizational, and financial performance metrics.

¹ Socio economically disadvantaged percentage is calculated differently for the federal consolidated grant. State low-income percentages only based on direct certification students. The state calculation information can be found [here](#).

² Data provided by the Delaware Department of Education Charter School Office

³ Data Source: <https://datausa.io/profile/geo/clayton-de/?compare=smyrna-de>

4. Describe the rationale for the request(s). Discuss any relevant research base or evidence that supports this type of request. (*Attachments may be provided*)

The rationale for this proposed modification, allows PCA to:

1. **Better serve the community by allowing for additional student to attend the school. PCA has an annual waitlist of 200+ students. This modification would allow the school to service additional students to lessen this demand.**
 2. **Allow for more consistent enrollment. Data indicates that students who attend PCA for nine years are more likely to obtain and maintain academic proficiency. This increase would allow for student attrition over grade levels.**
 3. **Expand the number of educationally at risk students serviced by the school. While the blind lottery process for the school is conducted by a third party (Data Service Center), it is hoped that by expanding the school's population, PCA will be able to enroll more at educationally risk students.**
5. Describe how the proposed modification will impact the operation of the school. Include how student achievement, staffing, facilities, and financial viability of the school may be impacted in the current school year and for the remainder of the school's charter term.

The proposed increase of 6% will allow the school to maximize its enrollment. The approval of this enrollment would result in a maximum increase of 10 students in one grade level and an increase of not more than 3 students in the majority of grade levels. There are no proposed changes to the facilities at the time of this modification. PCA continually utilizes school resources to enhance instruction. School leadership hopes that this increase will statistically allow for an increase of students that are educationally at risk with the understanding that the blind third party lottery process and Delaware law does not allow for student preference based on "at risk" status.

6. Indicate the projected impact, if any, of the proposed modification on the school's present financial position, and its financial position going forward. If the modification promises to create financial challenges, indicate how those will be remedied.

The proposed increase of 6% will result in a small financial gain to the school. PCA is hoping that this gain will allow for more students to have access to the exceptional academic programs of the school.

Section B Questions:

1. Describe the nature and extent of the proposed changes to the school’s current grade configuration, if applicable. Indicate whether you seek to add or cease offering a grade or grades, substantially increase or decrease current enrollment practices and/or projections for future enrollment, etc. *(Please make sure to indicate whether you seek an increase or reduction of enrollment of between 5 and 15% or more than 15% of the currently approved total enrollment and note that modification requests that fall into those ranges must be received by the Department of Education’s Charter School Office between November 1 and December 31.)*

The proposed increase of 6% will allow the school to maximize its enrollment. There are no grade level or configuration changes as a part of this modification request.

2. If your proposed modification involves an expansion of greater than 15% of your currently approved enrollment and the change will be effective within 18 months of the date of this application, identify the impacts of this expansion on the surrounding school districts and community for consideration.

Not Applicable

3. Describe the projected impact of the enrollment modification on the school’s program, mission, culture and offerings (both academic and non-academic).

The proposed increase of 6% will allow the school to maximize its enrollment. This modification would not impact the school’s mission, culture, or offerings.

4. Please complete the “Projected Enrollment Table” below:

Projected Enrollment

- a. Provide a five-year enrollment chart by grade level, in the prescribed format below. Ensure that the chart allows for the natural progression of students from year-to-year.

Note: This will become the school’s authorized enrollment if the modification application is approved.

Projected Enrollment						
	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
K	72	82	82	82	82	82
Grade 1	72	81	81	81	81	81
Grade 2	75	78	78	78	78	78
Grade 3	75	78	78	78	78	78
Grade 4	75	78	78	78	78	78

Grade 5	75	78	78	78	78	78
Grade 6	75	78	78	78	78	78
Grade 7	75	78	78	78	78	78
Grade 8	75	78	78	78	78	78
Grade 9						
Grade 10						
Grade 11						
Grade 12						
Total	669	709	709	709	709	709

Section C Questions:

1. Describe the nature and extent of the proposed changes to the school’s current grade configuration. Indicate whether you seek to add or cease offering a grade or grades, substantially increase or decrease current enrollment practices and/or projections for future enrollment, etc. *(Please make sure to indicate whether you seek an increase or reduction of enrollment of between 5 and 15% or more than 15% of the currently approved total enrollment and note that modification requests that fall into those ranges must be received by the Department of Education’s Charter School Office between November 1 and December 31.)*

The proposed change is to increase the school’s enrollment by 40 students or 6% schoolwide. PCA is not seeking to increase grade levels serviced. The current school configuration allows for four kindergarten and four first grade classrooms. The school has four para professionals that service grades K-8 as well as three special educators that provide push in and pull out services. The school offers A, B, and C settings for students with special needs. PCA has met overall academic standards since the inception of the DSSF. PCA is not seeking to make changes to the curricula.

2. Provide an overview of the planned curriculum, including one scope and sequence per subject area per grade band (K-2, 3-5, 6-8, 9-12) for each grade level that will be affected by this modification. The scope and sequence documents should identify course outcomes and demonstrate clear alignment with the Delaware Content Standards (including Common Core State Standards in English Language Arts (ELA) and Mathematics, and Next Generation Science Standards) in all content areas. Summarize curricular choices, by subject, and the rationale for each choice, including research and other evidence of effectiveness. If the modification includes a commitment to join the Social Studies and/or Science Coalition, then a signed MOU would replace the scope and sequence requirement for Social Studies and/or Science.

The enrollment changes are less than 11 students per grade level. There are four kindergarten and first grade classrooms in the current design. PCA will continue to meet class size regulations in kindergarten and first grade. The curricula is not proposing any changes to the current curricula.

3. Provide one Mathematics unit of instruction with corresponding summative assessments and scoring rubrics, and one ELA unit with corresponding summative assessment and scoring rubrics to demonstrate alignment of instruction to the Delaware Content Standards (Common Core State Standards in ELA and Mathematics). If the school does not intend to join the Delaware Science or Social Studies Coalitions, then 1 Science unit and 1 Social Studies unit with corresponding summative assessments and scoring rubrics to demonstrate alignment of instruction to the Next Generation Science Standards and Delaware Social Studies Content Standards are also required.

Not Applicable

Section D Questions:

1. Present evidence that the proposed educational program is research based and has been or will be rigorous, engaging, and effective for the anticipated student population. If evidence of effectiveness in other schools serving similar populations is not available, explain why the proposed program is likely to succeed with your anticipated population.

Not Applicable

2. Describe how the proposed educational program will serve the diverse needs of students, such as those with disabilities, gifted and talented learners, and English Language Learners.

Not Applicable

4. Provide an overview of the planned curriculum, including one scope and sequence per subject area per grade band (K-2, 3-5, 6-8, 9-12) for each grade level that will be affected by this modification. The scope and sequence documents should identify course outcomes and demonstrate clear alignment with the Delaware Content Standards (including Common Core State Standards in ELA and Mathematics, and Next Generation Science Standards) in all content areas. Summarize curricular choices, by subject, and the rationale for each choice, including research and other evidence of effectiveness. If the modification includes a commitment to join the Social Studies and/or Science Coalition, then a signed MOU would replace the scope and sequence requirement for Social Studies and/or Science.

Not Applicable

3. Provide one Mathematics unit of instruction with corresponding summative assessments and scoring rubrics, and one ELA unit with corresponding summative assessment and scoring rubrics to demonstrate alignment of instruction to the Delaware Content Standards (Common Core State Standards in ELA and Mathematics). If the school does not intend to join the Delaware Science or Social Studies Coalitions, then 1 Science unit and 1 Social Studies unit with corresponding summative assessments and scoring rubrics to demonstrate alignment of instruction to the Next Generation Science Standards and Delaware Social Studies Content Standards are also required.

Not Applicable

Section E Questions:

1. Describe the school's current educational philosophy and how the proposed mission will be integrated into the current educational program.

Not Applicable

2. Describe how the proposed mission will result in higher academic achievement for the school's student population.

Not Applicable

Section F Questions:

1. If you are seeking to transfer from your current authorizer to another, detail the rationale and identify the projected benefits to the school and its students. Identify any prospective challenges and indicate your plans for remediation.

Not Applicable

2. Detail the reason(s) for seeking to add, replace or remove an EMO/CMO Identify any prospective challenges and indicate your plans for remediation. Include the projected benefits. (Note: Pursuant to 14 DE Admin. Code § 275.9.4.3, an application to replace, remove or permit the school to operate without an educational management organization providing administrative, managerial or instructional staff or services to the charter holder at any time before the First Instructional Day is considered an application for a new charter and shall not be processed or considered as a modification application.)

Not Applicable

3. If the proposed modification will entail costs that the school is not currently carrying, please identify them and present financial information indicating that such costs are viable and how the school will address them.

Not Applicable

4. If the school seeks to add or replace an EMO/CMO, please present evidence that its program is sound, and that affiliation with that organization is likely to improve academic performance for students. If the EMO/CMO works or has worked with other schools within or outside the state, provide evidence of its record of such performance. (Note: Pursuant to 14 DE Admin. Code §

275.9.4.3, an application to replace, remove or permit the school to operate without an educational management organization providing administrative, managerial or instructional staff or services to the charter holder at any time before the First Instructional Day is considered an application for a new charter and shall not be processed or considered as a modification application.)

Not Applicable

Section G Questions:

1. Describe the reasons why the current enrollment preference practices are problematic and require revision.

Not Applicable

2. Discuss how the modification will solve the current problems and ultimately benefit the school.

Not Applicable

3. Identify any changes to the school's program that will likely result from the modified preference practices.

Not Applicable

Section H Questions:

1. Please describe any challenges that the current school facility presents. If the modification is approved, will it generate any new challenges and describe how you will address them.

Not Applicable

2. Please describe the proposed location of the school. Include information about siting, space available, costs to the school (and how they differ from the current facilities arrangement), safety, any co-located programs sharing the same facility, the quality of the instructional and non-instructional space and any other significant factors impacting the attractiveness and viability of the proposed facility.

Not Applicable

3. Describe the projected impact of the location modification on the school's program, mission, culture and offerings (both academic and non-academic).

Not Applicable

4. Articulate a facility usage plan for the school going forward. Will the proposed location solve space needs for a limited amount of time or permanently? Will further modifications be required?

Not Applicable

Section I Questions:

1. Explain how the school's current goals for student performance are problematic. Discuss how the modification you seek will likely remedy those problems, including any established evidence or research base. Provide evidence that the proposed student performance goals are academically sound and will benefit all students.

Not Applicable

2. Discuss your students' current performance as measured by the Delaware School Success Framework (DSSF) and how the proposed change will improve academic performance.

Not Applicable

3. If the modification is approved, discuss any new challenges this would present and how you will address them.

Not Applicable