

**COMMON LOTTERY BOARD MEETING
 JANUARY 25, 2018
 1050 First Street NE
 3rd Floor, Mary Church Terrell Conference Room
 2:30-4:00PM**

MINUTES

Board Member (Designee)	Organization	Voting Status	Roll Call	Oct Min
Jennifer C. Niles (Ahanna Smith)	DME	Voting Member	X	Y
Susan Schaeffler	KIPP DC	Voting Member		
Claudia Lujan	DCPS	Voting Member	X	Y
Colin Taylor	DCPS	Voting Member	X	Y
Will Stoetzer	Ingenuity Prep	Voting Member	X	Y
Eugene Pinkard	DCPS	Voting Member	X	Y
Richard Pohlman	TMA PCHS	Voting Member	X	Y
Darren Woodruff (Ricarda Ganjam)	DC PCSB	Non-Voting Member	X	N/A
Shana Young	OSSE	Non-Voting Member		N/A
Catherine Peretti	MSDC	Non-Voting Member	X	N/A

Ms. Smith, designee for Board Member Niles, called the meeting to order at 2:36pm.

I. October Minutes

The Board reviewed, and unanimously approved the October minutes with two small clarifications. The edited version will be published on the myschooldc.org website under “Common Lottery Board.”

II. EdFEST and Year 5 Launch

EdFEST kicked off the fifth year of the common lottery and drew a record number of attendees, 5280, in spite of it being the first snow of the year. 99% of the attendees that took the exit survey (424) found the event helpful and 94% found a school they would research further. Areas of growth will be making the event less “overwhelming” with guidance from the Parent Advisory Council and doing our best to increase parking capacity.

The application with this year’s parent-driven enhancements launched on the Monday after EdFEST and was successful. We have collected about 800 applications more than where we were at this point last year, and as always, expect a spike right before each deadline. The distribution of applications across grades is similar to last year at this point with slightly more in PK3. The distribution of applications across Wards is similar to public school enrollment distribution, with a slight increase in applications coming from Ward 8. We have made a concerted effort to increase the already-heavy outreach in that Ward by building or strengthening new partnerships with community orgs.

Schools have been planning their own Ward-level EdFESTs which is an encouraging trend. Wards 5, 7 and 8 all have them planned for Saturdays in January and February. They are all cross-sector with representatives from DCPS and PCS exhibiting, though hosted at charter schools. Board Member Lujan said DCPS would like to host next year. Board Member Pohlman noted that THE ARC has hosted the Ward 8 fair in the past but it was hard to reserve this year, so DC Prep decided to host at their Anacostia campus. My School DC will send representatives to each fair to answer questions about the lottery.

III. Mid-Year Application Update

The major policy change that My School DC implemented was in response to a recommendation from the Cross-Sector Collaboration Task Force with dual goals: (1) ensure students entering mid-year have equitable access to all available and (2) increase our knowledge about why students enter and transfer mid-year to inform future policies to reduce mid-year mobility.

There were 1284 new enrollments across both sectors between 10.6.17 and 12.22.17. Only 29% of those enrollments came through the My School DC application (The percentage of apps submitted is similar across sectors) – remember this is a “hold harmless” pilot year and a big change for schools. The vast majority of enrollments are occurring in DCPS schools with Ballou, Roosevelt and Anacostia high schools taking in the most students mid-year. A handful of charter schools also signed on for automatic mid-year offers to applicants that called My School DC, and several more took in a few kids from their waitlist after October 5th.

The My School DC hotline completed mid-year applications for 1138 unique applicants between 10.6.17 and 12.22.17. Of those 1138 applicants, 65% were first time applicants. 35% already had an existing lottery or post-lottery application for SY17-18 and were just adding schools to their lists. 611 (out of the 1138 mid-year applicants) received an “automatic-offer because they were either applying to in-boundary school or a charter school that had signed on to make automatic offers after 10.6.17. About 42% off the students who received an automatic offer ended up enrolling at the school where they received the offer.

The My School DC hotline team surveyed over 1000 applicants asking them “why are you seeking a transfer at this point after school is underway” and selected as many reasons as were applicable. Many applicants moved and said that education was not a factor in the move. Transportation and safety were the three most selected reasons.

The Board discussed what was next for this initiative. Board Member Peretti suggested shoring up the percentage of applications coming through My School DC by doing more training with front office staff. Board Member Lujan would like to see the full set of mid-year application data and assess the full scope of registrar duties before deciding next steps. Board Member Stoetzer said that the data set, especially from the surveys, could be really interesting for future policies and helpful to schools. He suggested a school-specific report showing the reasons applicants were exiting their particular school. Board Member Pohlman agreed and suggested schools would like to compare the results of their internal exit interviews with the reasons stated to My School DC. Even if not personally identifiable, the survey data in the aggregate could help school leaders identify issues to help retention and reduce mobility among schools.

Ahna Smith said that she and her DME colleagues would keep My School DC and the Common Lottery Board in the loop on future initiatives that could be major policy changes for the lottery program and would need to be put to a vote.

IV. Year-End Reports

My School DC sends LEA staff year-end reports each year with the final results of their “lottery year” including how many of the students that applied to them in the lottery ended up enrolled there. Schools can calculate this “capture rate” themselves to inform their recruitment and enrollment strategies, but My School DC tries to improve the report each year to take some legwork out for schools. The report also provides aggregated ranking information and top competitor schools for each grade that the school would not be able to see. Aaron Parrott from the staff walked the Board through the reports.

Board Member Pohlman said he would be stepping down after his term on the Board ends in June and recommends that Board Member Stoetzer, if re-elected, take his place to review research requests with Board Member Taylor.

V. D.C. Auditor Request

OSSE and My School DC/Common Lottery Board received a formal request from the D.C. Auditor for student-level and school-level lottery data in order to audit enrollment projections. My School DC will provide these data as required by the D.C. Code. There will also be a confidentiality agreement in place stating that the shared data are only used for the purpose of the audit.

VI. Adjourn