



Somerville School Committee

Education • Inspiration • Excellence

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February 15, 2019

Dear Powderhouse Studios Limited Board Members:

Following our recent School Committee executive session, and on behalf of the Somerville School Committee, we request full and unconditional access to information our members feel is critical to making an informed vote on the authorization of Powderhouse Studios. Most of this information has been requested at various points in the past, but we write so that you have a comprehensive list and so that members all have access to the same files for deliberation on February 25. Should School Committee vote affirmatively in March, Powderhouse would become an in-district innovation school opening in August 2019 for which we would be ultimately responsible. Members need a full understanding of the finances, agreements, and initiatives that Powderhouse Studios Limited has entered into prior to our authorization vote.

The authorization process has exposed gaps in fundamental information and a lack of details about some aspects of the school design, so our goal here is to avoid further revelations after the authorization vote. Thanks for your team's engagement in public meetings and hearings to date, and for your willingness to answer constituent and member questions. With the information below, we look forward to an informed vote in March.

- Full access to current financial records for Powderhouse Studios Limited, including completed audits, general ledger, and all financial reports or records submitted to XQ.
- All executed partnership agreements or memos of understanding entered into by Powderhouse Studios Limited or Sprout that relate to the opening or operation of the Powderhouse Studios school.
- Job descriptions for all school positions and executed employment agreements with Powderhouse Studios Limited staff.
- Minutes from all Powderhouse Studios Limited board meetings.
- Agreeable memorandum of understanding on how Intellectual Property will be treated at the Powderhouse Studios school.
- Counsel memo explaining the legality of the proposed weighted student enrollment algorithm.
- Agreeable operating budget for the first five years of the Powderhouse Studios school.
- Brief budget narrative for all expenses that have occurred or are expected to occur beyond the school, including all Powderhouse Studios Limited research and development projects.
- Executed lease agreement for 1060 Broadway with written approval to void the confidentiality clause in section 13.37 so the document can be made publicly available.



- Powderhouse Studios template for student success plans.
- Memo explaining Powderhouse Studios proposed attendance system.
- Updated timeline on building projects for 1060 Broadway and plan for alternative space if building is not complete for the August 2019 opening.
- School technology and food service plans.
- Specialized services delivery plan for English Learners and Special Education students.
- Complete XQ application, including any supplemental application materials.

We request that all of these documents be shared with the district administration, for inclusion in School Committee's next meeting packet by Noon on Friday, February 22nd. If you have any questions, please send them to us directly. Finally, given that this is a public process, School Committee requests written approval to make publicly available any or all documents referenced above.

Sincerely,



Ms. Carrie Normand, Chair
Somerville School Committee



Dr. Emily Ackman, Vice Chair
Somerville School Committee