

# Oakland Unified School District

## Office of Charter Schools



**OAKLAND UNIFIED  
SCHOOL DISTRICT**  
*Community Schools, Thriving Students*

## Proposition 39 Facilities Request Form & Instructions 2022-23 School Year

### Key Deadlines

November 1, 2021	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2021	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2022	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2022	District makes preliminary facilities offer to Charter School
March 1, 2022	Charter School responds to preliminary facilities offer
April 1, 2022	District makes final facilities offer to Charter School
May 1, 2022	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools  
1000 Broadway, 3rd Floor, Suite 300  
Oakland, CA 94607  
Phone: (510) 879-1677  
[www.ousdcharters.net](http://www.ousdcharters.net)

### **PROP 39 FACILITIES REQUEST FORM INSTRUCTIONS**

Education Code §47614 (Proposition 39)



**OFFICE OF CHARTER SCHOOLS**

Complete the Prop 39 Facilities Request Form (next page) by responding to questions 1-4 and providing the appropriate documentation, as determined by school type, indicated below. Submit all applicable documents to [charteroffice@ousd.org](mailto:charteroffice@ousd.org) no later than end of day on **Monday, November 1, 2021**. Emailed verification will be provided upon submission of a complete application. Please **do not** submit documents in person.

		Additional Documents Required			
		ADA projections spreadsheet (appendix I)	Student application documentation (appendix II)	Meaningfully interested student signature forms (appendix III)	Meaningfully interested students spreadsheet (appendix IV)
<b>Existing School</b>	(a) Existing charter school				
	(b) Projected enrollment of any one or more of the following grade level(s) – TK, kindergarden, 6 <sup>th</sup> grade, and/or 9 <sup>th</sup> grade – <b>does not</b> increase by more than 15% between the 2021-22 and 2022-23 school years	<b>Required</b>	<i>Do not submit</i>	<i>Do not submit</i>	<i>Do not submit</i>
<b>Expanding School</b>	(a) Existing charter school				
	(b) Projected enrollment of either TK, kindergarden, 6 <sup>th</sup> grade, and/or 9 <sup>th</sup> grade <b>does</b> increase by more than 15%* between the 2021-22 and 2022-23 school years	<b>Required</b>	<b>Required</b>	<i>Do not submit</i>	<i>Do not submit</i>
<b>New School</b>	(a) Charter school opening in 2022-23	<b>Required</b>	<i>Do not submit</i>	<b>Required</b>	<b>Required</b>

\*Student application documentation is not required if an enrollment increase of 15%+ results in an increase of 5 or fewer students per grade.

Notes on required documentation:

- Prop 39 facilities are allocated based on in-district (OUSD resident) average daily classroom attendance (ADA).
- Expanding Schools are required to submit documentation demonstrating “meaningfully interested students” for appendix II. Unlike in past years, this requirement must be fulfilled by providing student application documentation from the 2020-21 and 2021-22 school years. Further instructions are included in Appendix II.
- Charter schools experiencing enrollment growth due to the addition of previously authorized grade levels are considered Existing Schools. As such, these schools should **not** submit student application documentation or meaningfully interested student forms.
- Include only information requested. OCS may request additional documentation as necessary.

**2022-23 PROP 39 FACILITIES REQUEST FORM**

Education Code §47614 (Proposition 39)



**OFFICE OF CHARTER SCHOOLS**

- The Facilities Request Form and all accompanying documentation must be submitted to [charteroffice@ousd.org](mailto:charteroffice@ousd.org) by end of day **on Monday, November 1, 2021**.
- A facilities request will only be accepted if submitted on this form with all required attachments (please see Prop 39 Facilities Request Form Instructions on prior page for details on required attachments).

**Charter School Name:** Yu Ming Charter School

Primary Contact Person Name: Emily Wood Phone: 650-269-9486

Email: ewood@yumingschool.org Fax: N/A

Mailing Address: 675 41st Ave Oakland, CA 94609

**1. Provide a description of the methodology used to create the average daily classroom attendance (ADA) projections included in Appendix I.**

Yu Ming, which has been located within the city limits of Oakland since its inception (initially at 321 10<sup>th</sup> Street and currently at 1086 Alcatraz Avenue, 675 41<sup>st</sup> Street and 2501 Chestnut Street), and attracts a large number of applications from Oakland; the tables in Appendix I show that about 40% of Yu Ming’s ADA for the current year (2021-2022) comes from in-District students, and that this percentage of in-District students has remained steady over the last several years, while Yu Ming receives more enrollment applications each year. In addition, because there is no other Mandarin Immersion program in the District, Yu Ming offers a unique program that is sought after by families across the area.

As a result, Yu Ming has consistently been able to fill all Kindergarten slots each year, and has also filled any slots left open at other grade levels by attrition with in-District students from the waitlist. For example, the total number of Oakland resident applicants for the academic year 2021-2022 was 293 (GK: 189, G1: 41, G2: 16, G3: 10, G4: 6, G5: 5, G6: 26, G7 0, G8: 0), and for 2020-2021 was 393 (GK: 249, G1: 49, G2: 23, G3: 14, G5: 7, G6: 36, G7 3, G8: 4). For the 2020-2021 academic year, the percentage of open seats filled by Oakland residents was: G1: 33%, G2: 100%, G3: 100%, G4: 100%, G5, 100%, G6: 67%, G7: 100%, G8: 50%. For the 2021-2022 academic year, the percentage of open seats filled by Oakland residents is: G1: 40%, G2: 75%, G3: 50%, G4: 100%, G6: 38%). Given that in pre-COVID years, Yu Ming was already receiving substantial numbers of applications for its Kindergarten enrollment, and these trends only continued during COVID, it is more than reasonable to assume they will continue in the 2022-23 school year. The total number of Oakland resident applicants in 2019-2020 was 298 (GK: 206, G1: 24, G2: 11, G3: 13, G4: 8, G5: 8, G6: 25, G7: 1, G8: 2)

Given our strong ADA track record and tremendous demand for our unique program, Yu Ming’s methodology assumes that it will enroll a full class of 168 Kindergarten students (the same size as this

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year's Kindergarten class) for the 2022-2023 academic year and that it will contain 56% in-District students due to the requirement in the Charter Schools Act to provide an in-District preference, and that any attrition in either the current 2021-22 school year, or the projected 2022-23 school year would be filled by waitlisted students that are more likely to be Oakland residents.

For the current (2021-2022) academic year, Yu Ming is a K-8 school, and with the exception of our 6<sup>th</sup> to 8th grade classes, each 1<sup>st</sup> to 5<sup>th</sup> grade class is enrolled to full capacity. Our Kindergarten grade is also enrolled at a full capacity of 168 students. Therefore, our Prop. 39 application for 2022-23 uses the cohort survival method to roll the current total enrollment/ADA forward one grade and projects that the incoming Kindergarten total enrollment/ADA and in-District ADA will remain the same next year.

Yu Ming's historical attendance rate has consistently reached 96-98% for each of the last four years and the school continues to achieve high attendance. As a result, Yu Ming applied an attendance rate of 96% to its enrollment projections to arrive at its ADA projections for this request.

Each year, Yu Ming makes extensive efforts to recruit potential students to apply for and enroll in our program, with the bulk of our outreach efforts concentrated in the city of Oakland and among underserved students of African American, Latino, immigrant, and low-income backgrounds, and students with special needs. The following outreach initiatives were implemented in the 2020-2021 school year:

- We continued **working with subsidized child care centers**, such as Head Start and YMCA. Thanks to these well established partnerships, we were able to conduct 7 virtual presentations between October 2020 and January 2021.
- We also offered information sessions virtually including **special sessions reserved for families met via our outreach** and hosted by our affinity groups, in order to ensure prospective families were informed about Yu Ming's categorical preference, application process, and the benefits of a multilingual education.
- **"Yu Ming At-Home Learning Kits"** were launched to support preschool and community based organization partners and their families to continue early learning opportunities during the pandemic with activities and supplies for math and early literacy skills. A total of 308 free Kits were distributed to families qualifying for public assistance through partners such as Oakland Starting Smart and Strong and The Oakland Reach.

In June of 2020, our charter authorizer, the Alameda County Board of Education, approved our request for a material revision to our charter to expand the number of total students we are allowed to enroll by adding three additional sections of kindergarten beginning in the 2021-2022 school year, and approving our proposal to serve these students at a second school site in Alameda County. This change represents an additional 75 students in the 2021-2022 school year, and an additional 75 students each subsequent year. We expect that a similar percentage of these new students to those currently enrolled, about 40 percent, will reside in Oakland. In December of 2020, ACOE authorized our charter renewal for another 6 years.

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**2. Please indicate all (sites, including non-OUSD sites) on which the Charter School is currently located, if any.**

Yu Ming currently occupies 2 facilities owned by the Catholic Diocese at 675 41st St and 1086 Alcatraz Avenue and our new cohort of 3 Kindergarten classes is currently co-located with Envision Academy Middle Grades at 2501 Chestnut Street, only for the current 2021-2022 year due to space limitations.

**3. Provide a description of the general geographic area or the district school site in which the charter school wishes to locate. (Please note that while the District will make a reasonable effort to offer space in the general geographic area requested, Proposition 39 does not require the district to grant the charter school's geographic or site-specific requests.)**

Yu Ming wishes to remain in the City of Oakland, proximate to either a BART station or a major AC Transit line. The preference would be for a transit-rich location located to the West of Highway 13/I-580. The location request stems from Yu Ming's desire to remain central to the wide constellation of families that currently attend the school.

Yu Ming's current central location in Oakland has afforded many opportunities to connections with local community organizations:

- a) Yu Ming partners with local organizations to offer after-school enrichment including Berkeley Chess School, Chinese Dance, Chinese in the Garden, The Coder School Berkeley, Cooking Round the World, Creative Spanish for Kids, East Bay Go School, Firecracker Math, Groove Move Dance, Growing Acorn Abacus, Play-Well Teknologies, NorCal Rubik's Cubing, Oakland Youth Chorus, Sarah's Science, Soja Martial Arts, Tiny Techs and several others.
- b) Yu Ming families and parent leaders are also members of and regularly attend meetings of the neighborhood associations in which our school campuses are located. Yu Ming has participated in a number of neighborhood improvement and beautification projects with the Golden Gate Community Association, Longfellow Community Association, and the local Neighborhood Councils for Beat 10Y and Beat 10X. Yu Ming is also a member of the Oakland Chinatown Chamber of Commerce.
- c) A number of families participate in arts, dance, and martial arts programs offered in the neighborhood.
- d) A number of families use nearby cafes and restaurants for social and volunteer organizing meetings.
- e) By proactively working with local Head Start programs, Yu Ming has significantly increased the number of applicants from the neighborhood, adding a closer connection to the neighborhood as well as adding to the racial and socioeconomic diversity of the school.
- f) Yu Ming works with El Dorado County SELPA to provide Special Education Services to the students.

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Yu Ming will certainly consider options in the general and wide geographical interest area outlined above. Yu Ming is willing to work with OUSD to consider co-location at a shared site for all or part of its student population. Given the ages of our students, Yu Ming prefers co-locating with an Elementary School.

**4. Please note if the charter school has any unique facilities-related requests based on the school's educational programming.**

Yu Ming will need classrooms and spaces that are consistent with providing supportive and enriching K-8 school experiences including, at a minimum, playground and play space, science and computer labs, athletic space, and music and arts facilities.

Yu Ming has reached capacity at each of its current campuses. Yu Ming is open to splitting its locations in order to accommodate a facility offer that could house its student population needs if no single campus is available at this time.

**Appendix I: Enrollment, Attendance Rates, and ADA Projections**

**Instructions:** Fill out the tables below for all grade levels served at the school. "Oakland-Resident, Classroom-Based" columns should only include information for students who reside in Oakland, excluding any students in non-classroom based programs (e.g. independent study). ADA Projections in Table 3 should be the result of multiplying corresponding projected enrollment in Table 1 by corresponding projected attendance rates in Table 2.

**Table 1: Enrollment**

Grade Level	Oakland-Resident, Classroom-Based Enrollment			Total Enrollment		
	2020-21 (as of CBEDS Census Day)	2021-22 (as of CBEDS Census Day)	2022-23 (projected)	2020-21 (as of CBEDS Census Day)	2021-22 (as of CBEDS Census Day)	2022-23 (projected)
TK	0	0	0	0	0	0
K	36	94	94	87	167	168
1	48	39	94	84	85	168
2	31	46	36	79	84	78
3	30	29	39	80	77	78
4	17	30	25	53	78	75
5	18	15	25	53	50	75
6	16	19	12	48	47	52
7	9	16	15	41	44	45
8	13	8	13	30	40	42
9	0	0	0	0	0	0
10	0	0	0	0	0	0
11	0	0	0	0	0	0
12	0	0	0	0	0	0
<b>TOTAL</b>	<b>218</b>	<b>296</b>	<b>353</b>	<b>555</b>	<b>672</b>	<b>781</b>

\*assuming 6 classes of 28  
 \*assuming 6 classes of 28  
 \*assuming classes of 26  
 \*assuming classes of 26  
 \*assuming classes of 26

**Table 2: Attendance Rate**

Grade Level	2020-21 Attendance Rate	2021-22 Attendance Rate	Projected 2022-23 Attendance Rate
TK	0	0	0
K	99.37%	98.15%	98.40%
1	100%	97.39%	98.40%
2	100.00%	98.85%	98.40%
3	100.00%	98.62%	98.40%
4	100.00%	98.61%	98.40%
5	100.00%	98.89%	98.40%
6	100.00%	99.04%	98.40%
7	99.76%	98.05%	98.40%
8	96.77%	98.33%	98.40%
9	0	0	0
10	0	0	0
11	0	0	0
12	0	0	0

**Table 3: Average Daily Attendance (ADA) Projections**

Grade Level	Projected 2022-23 ADA	
	Oakland Resident, Classroom Based (projected resident classroom-based enrollment x projected attendance rate)	All Students Total (projected total enrollment x projected attendance rate)
TK		
K	92	165
1	92	165
2	35	77
3	38	77
4	25	74
5	25	74
6	12	51
7	15	44
8	13	41
9	0	0
10	0	0
11	0	0
12	0	0
<b>TOTAL</b>	<b>347</b>	<b>768.504</b>