



May 1, 2018

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***Re: Urban Montessori  
Response to District's Final Offer  
Proposition 39 2018-2019***

Dear Ms. Jimenez:

Urban Montessori ("Urban Montessori" or "Charter School") is in receipt of the Oakland Unified School District's ("District") April 1, 2018 letter ("Final Offer") regarding Urban Montessori's request for facilities under Proposition 39 ("Prop. 39") for the 2018-2019 school year.

The District's Final Offer is for exclusive use of eight (8) teaching stations/specialized classrooms, a restroom, conference room, storage area and office classroom totaling 6,341 square feet, and 33.48% of the interior building space and exterior space at Markham Elementary School, and exclusive use of twelve (12) teaching stations/specialized classrooms, as well as 100% of the interior building space and exterior space at Sherman Elementary School. The Final Offer is based on a projected in-District ADA of 405.30.

Section 11969.9(i) of the Prop. 39 Implementing Regulations (the "Implementing Regulations") requires Urban Montessori to notify the District whether or not Urban Montessori intends to occupy the offered space. Accordingly, despite the deficiencies in the Final Offer (which are identified herein to the extent practicable, with all rights reserved) and as set forth in the response to the Preliminary Proposal, which is incorporated here by reference, Urban Montessori declines the offered space, without acknowledging the legal sufficiency of the Final Offer under applicable local, state, or federal law and without waiving any of its legal rights under applicable local, state, or federal law, including Proposition 39 rights and remedies. To be clear, Urban Montessori intends to continue its occupancy of the Sherman site pursuant to its multi-year facilities use agreement with the District, which expires on June 30, 2019.

## **1. Alternative Proposal**

As previously communicated to the District, Urban Montessori already has a long-term agreement in place for its occupancy of the Sherman campus, and will continue to occupy this

space in 2018-19. The space allocated on the Markham campus, however, is not feasible for Urban Montessori's program due to its location, capacity and facilities. Urban Montessori would prefer to occupy the classrooms originally allocated to the East Bay Innovation Academy on the Frick campus, which classrooms Urban Montessori understands that EBIA has declined. Therefore, Urban Montessori would propose that, in addition to it continuing to occupy the Sherman campus under its existing multi-year agreement, it would also enter into an in-lieu agreement with the District to occupy the rooms declined by EBIA on the Frick campus.

## 2. Comparison Schools

The Implementing Regulations provide an analysis by which a school district must determine whether a facility is reasonably equivalent to those in which the students would be accommodated if they were attending public schools of the school district. First, pursuant to 5 CCR Section 11969.3(a), the District must identify a comparison group of district-operated schools with similar grade levels to the Charter School.

5 CCR Section 11969.3(a) defines the process for identifying comparison schools as follows:

The comparison group shall be the school district-operated schools with similar grade levels that serve students living in the high school attendance area...in which the largest number of students of the charter school reside. The number of charter school students residing in a high school attendance area shall be determined using in-district classroom ADA projected for the fiscal year for which facilities are requested. (Emphasis added.)

Here, the District has identified two separate comparison groups for Urban Montessori from two separate high school attendance areas – one group for Urban Montessori's 6-8<sup>th</sup> grade students from the Castlemont/CCPA/Madison attendance area, and another group for Urban Montessori's TK-5<sup>th</sup> grade students from the Oakland Technical attendance area. Despite the District's contentions, there is nothing in the Implementing Regulations that allows the District to select two separate comparison groups from two separate high school attendance areas for Urban Montessori.

Urban Montessori is one school with one program whose grades would be split between sites due to the actions of OUSD. Indeed, 5 CCR Section 11969.3(a) clearly states that for those school districts whose students attend high school based on attendance areas, such as the District here, the comparison group "shall be the school district-operated schools with similar grade levels that serve students living in the high school attendance area...in which the largest number of students of the charter school reside." In other words, there can be only one high school attendance area that dictates the entire comparison group under 5 CCR Section 11969.3(a)(2). Urban Montessori used the schools with similar grade levels located in the Castlemont/CCPA/Madison High School attendance area as the comparison group schools in its reasonable equivalence analysis below. As a result, Frick and Parker Middle Schools, located

within the Castlemont/CCPA/Madison High School attendance boundaries, should have been included in the list of comparison schools and the analysis.

### **3. Condition Analysis**

A district must also determine whether a facility is reasonably equivalent by determining whether the condition of facilities provided to a charter school is reasonably equivalent to the condition of comparison group schools. Pursuant to 5 CCR Section 11969.3(c), the District must assess "such factors as age (from latest modernization), quality of materials, and state of maintenance." The District must also assess the following factors:

1. School site size
2. The condition of interior and exterior surfaces
3. The condition of mechanical, plumbing, electrical, and fire alarm systems, including conformity to applicable codes
4. The availability and condition of technology infrastructure
5. The condition of the facility as a safe learning environment including, but not limited to, the suitability of lighting, noise mitigation, and size for intended use
6. The condition of the facility's furnishings and equipment
7. The condition of athletic fields and/or play area space

The District did not perform this complete analysis in the Final Offer or the exhibits attached thereto. The District claims that it has evaluated data on the condition of the facilities at the comparison schools based on the information available from the District's Asset Management and Facilities Master Plan, and that the sites offered to Urban Montessori are reasonably equivalent in every category. However, the District's Asset Management and Facilities Master Plan only addresses a small subset of the categories required to be analyzed by the District under 5 CCR Section 11969.3(c). In addition, these documents were prepared a number of years ago, and thus likely do not reflect an accurate assessment of the condition of the facilities.

The Final Offer does not assess the condition of the athletic fields, play areas, furnishings and equipment, technology infrastructure, mechanical, plumbing, electrical, and fire alarm systems, the suitability of lighting, or the size for intended use. Therefore, the District's Final Offer fails to perform the complete condition analysis required by the Implementing Regulations.

### **4. The Final Offer's Teaching Station Allocation is not Legally Compliant**

For all the same reasons set forth in the response to the Preliminary Offer, the “teaching station to ADA ratio” used by the District to make its allocation of teaching stations is not legally compliant, and results in an under-allocation of classrooms to Urban Montessori. Moreover, a review of the Jacobs data reveals the large number of empty classroom space in the District that was not included anywhere in the District’s calculation.

As an example, the District claims a teaching station to ADA ratio of 22.38 for Acorn Woodland/Encompass, with an ADA of 606.51. This ratio requires 27 classrooms on the site. Yet the Jacobs report reveals there are at least 29 classrooms on the site, for a corrected teaching station to ADA ratio of 20.9. Similarly, the District claims a teaching station to ADA ratio of 22.38 for Futures, with an ADA of 604.41. This ratio requires 26 classrooms on the site. Yet the Jacobs report reveals there are at least 35 classrooms on the site, for a teaching station to ADA ratio of 17.3.

All of the other comparison schools have similarly lower teaching station to ADA ratios based on the Jacobs Report data. As a result, the Charter School may be entitled to even more than the nineteen classrooms it originally calculated it was owed in its response to the Preliminary Proposal.

#### **5. The Final Offer Does Not Allocate Sufficient Specialized Classroom and Non-Teaching Station Space to Urban Montessori**

Urban Montessori is also entitled to reasonable allocations of specialized and non-teaching station space. Section 11969.3(b)(2) requires that, if a school district includes specialized classroom space, such as science laboratories, in its classroom inventory, the Proposition 39 offer of facilities provided to a charter school must include a share of the specialized classroom space. The Final Offer must include “a share of the specialized classroom space and/or a provision for access to reasonably equivalent specialized classroom space.” (5 CCR § 11969.3(b)(2).) The amount of specialized classroom space allocated and/or the access to specialized classroom space provided shall be determined based on three factors:

- (A) the grade levels of the charter school’s in-district students;
- (B) the charter school’s total in-district classroom ADA; and
- (C) the per-student amount of specialized classroom space in the comparison group schools.<sup>1</sup>

As such, the District must allocate specialized classroom space, such as science laboratories, art rooms, computer labs, music rooms, weight rooms, etc., commensurate with the in-District classroom ADA of Urban Montessori. The allocated site must include all of the specialized classroom space included across all of the different grade levels.

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<sup>1</sup> Id.; see also *Bullis Charter School v. Los Altos School Dist.* (2011) 200 Cal.App.4th 296 and *California School Bds. Assn. v. State Bd. of Education* (2010) 191 Cal.App.4th 530 (CSBA).

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In addition, the District must provide non-teaching station space commensurate with the in-District classroom ADA of Urban Montessori and the per-student amount of non-teaching station space in the comparison group schools. (5 CCR § 11969.3(b)(3).) Non-teaching space is all of the space at the comparison school that is not identified as teaching station space or specialized space and includes, but is not limited to, administrative space, a kitchen/cafeteria, a multi-purpose room, a library, a staff lounge, a copy room, storage space, bathrooms, a parent meeting room, special education space, nurse's office, RSP space, and play area/athletic space, including gymnasiums, athletic fields, locker rooms, and pools or tennis courts. (*Ibid.*)

The allocation of specialized teaching space and non-teaching space is based on an analysis of the square footage of each category of space available to students at the comparison schools (i.e., "the per-student amount of specialized classroom/non-teaching space in the comparison group schools"). (5 CCR § 11969.3(b)(2)-(3).) Moreover, just because one kind of specialized classroom or non-teaching station space is not available at all the comparison schools, the District may not fail to provide an allocation of that kind of space. Instead:

[W]hile a Proposition 39 analysis does not necessarily compel a school district to allocate and provide to a charter school each and every particular room or other facility available to the comparison group schools, it must at least account for the comparison schools' facilities in its proposal. A determination of reasonable equivalence can be made only if facilities made available to the students attending the comparison schools are listed and considered. And while mathematical exactitude is not required (cf. *Sequoia, supra*, 112 Cal.App.4th at p. 196 [charter school need not provide enrollment projections with "arithmetical precision"]), a Proposition 39 facilities offer must present a good faith attempt to identify and quantify the facilities available to the schools in the comparison group--and in particular the three categories of facilities specified in *regulation 11969.3, subdivision (b)* (i.e., teaching stations, specialized classroom space, and non-teaching station space)--in order to determine the "reasonably equivalent" facilities that must be offered and provided to a charter school. (*Bullis, supra*, 200 Cal.App.4th 296, 336.)

Here, the District has failed to appropriately count specialized classroom and non-teaching station space at the comparison schools, or has failed to account for those spaces in its offer, or has offered the Charter School classrooms instead of the specialized classroom space the Charter School is entitled to. The District has also failed to identify how the Charter School will share certain non-teaching station spaces on the Markham campus, and what non-teaching station spaces have actually been offered.

Furthermore, while the Charter School appreciates the access to the significant additional data provided by the Jacobs report, as the District acknowledges, the Jacobs data is "approximate" and not as precise as the MKThink data. There also appears to be material differences in the square footage information provided by the Jacobs report and the MKThink reports from several years prior. The District has relied on the older MKThink information for

the entire non-teaching station space analysis; even a comparison between Exhibits D, E, and F of the square footage of specific rooms and specific campuses demonstrates many differences in square footage for individual spaces. This makes it difficult for the Charter School to understand, verify and corroborate the square footage calculations performed by the District.

**a. Allocation of Specialized Classroom Space to Urban Montessori**

The Final Offer allocates specialized classroom space to Urban Montessori in the form of “three additional teaching space classrooms”, with no allocation for special education (claiming that Urban Montessori only will receive special education space if “if it can demonstrate its Oakland resident student population includes students with severe disabilities that require this type of classroom.”

The Final Offer asserts Urban Montessori is entitled to 1,336 square feet of additional specialized classroom space beyond its allocated space, according to the Jacobs data in Exhibit E.

As noted above, Prop. 39 makes clear that the allocation of specialized classroom space must be based on the amount of specialized classroom space at the comparison schools: “The amount of specialized classroom space allocated and/or the access to specialized classroom space provided shall be determined based on three factors: (A) the grade levels of the charter school's in-district students; (B) the charter school's total in-district classroom ADA; and (C) the per-student amount of specialized classroom space in the comparison group schools.” (5 CCR Section 11969.3(b)(2); emphasis added.) This space must be allocated to the Charter School either as “a share of the specialized classroom space and/or a provision for access to reasonably equivalent specialized classroom space.” (*Id.*) *Bullis Charter School v. Los Altos School Dist.* ((2011) 200 Cal.App.4th 296, 336) is also clear that a school district must count all of the specialized classrooms spaces on the comparison school campuses, and ensure that a charter school receives a reasonably equivalent allocation of all of these spaces.

Yet here, the District instead claims “[t]hat additional specialized teaching space is more than covered in the allocation of 3 additional teaching space classrooms to the Charter School.” However, as set forth in the response to the Preliminary Proposal, Urban Montessori is entitled to an allocation of at least nineteen (19) total teaching stations plus 2,281 square feet of specialized classroom space. Therefore, at a minimum, Urban Montessori should be receiving shared use of all specialized spaces and/or additional space to create other specialized spaces that don't exist on campus.

Further, nothing in the law authorizes the District to average all the various types and amounts of specialized classroom spaces across all the comparison schools as it has done in the Final Offer. Urban Montessori is entitled to a reasonably equivalent allocation of or access to all of these types of specialized classroom spaces since they exist at the comparison schools, and the District may not combine different types and sizes of specialized classroom space and then allocate non-specialized classrooms to Urban Montessori. If there are science labs, computer

labs, music rooms, weight rooms, art rooms, and the like available at the comparison schools, then the District must allocate reasonably equivalent, fully furnished and equipped kinds of these spaces space and/or access to Urban Montessori. A standard classroom does not have, for example, the risers in a choral classroom, the gas and water stations in a science classroom, or the computers in a computer classroom, nor can all these different kinds of uses (and the attendant furnishings and equipment) happen in just one classroom.

Furthermore, allocation of regular classrooms is not an acceptable manner to allocate specialized classrooms; often these spaces have unique furnishings, equipment or other design elements that cannot be replicated in a standard classroom. Urban Montessori notes that by refusing to allocate Urban Montessori any specialized classroom space, the District is relegating Urban Montessori students to second-class status, given that District students enjoy access to these separate, furnished and equipped spaces. The District cannot force Urban Montessori to create its own fully furnished and equipped specialized classroom space in a standard teaching station space. “[A] school district does not have the discretion to employ practices that are contrary to the very intent of Proposition 39 that school district facilities be “shared fairly among all public school pupils, including those in charter schools.” (*Bullis Charter School v. Los Altos School Dist.* (2011) 200 Cal.App.4th 296, 336.)

Urban Montessori is entitled to reasonably equivalent allocations of specialized spaces, and of furnishings and equipment that accompany those spaces in the comparison schools, and it anticipates receiving its full complement of the specialized space and the reasonably equivalent furnishings and equipment therein at the school sites.

**b. Allocation of Non-Teaching Station Space to Urban Montessori**

The Final Offer does not properly allocate non-teaching space to Urban Montessori.

The District’s allocation of non-teaching space to Urban Montessori in the Final Offer does not comply with Prop. 39 or its Implementing Regulations in several respects, including its failure to identify the specific type of non-teaching station space to be allocated to Urban Montessori and its allocation of non-teaching station space based on the percentage of Urban Montessori’s enrollment on the sites, as determined by the District rather than an actual square footage analysis. Moreover, the District’s calculations of the space to be allocated to Urban Montessori are opaque, unverifiable, and based on mysterious formulas. This makes it almost impossible for the school to understand both how the District arrived at its allocation of space, and make a determination whether that allocation is legally compliant.

First, there is a considerable amount of non-teaching station space at the comparison schools that is not referenced in the District’s Exhibit F or its calculation or allocation to Urban Montessori. The Final Offer does not appear to include any of the following types of spaces in its calculation of non-teaching space at the comparison schools or its allocation to Urban

Montessori even though such spaces are available at the comparison schools: kitchen/servery, nurse/health clinic space, special day class/resource,<sup>2</sup> and parent centers/community use rooms.

Similarly, the Final Offer does not address the various types of outdoor areas that exist at the comparison schools such as gardens, basketball courts, play fields, and play structure space but rather lumps all the different types of exterior spaces together when calculating exterior non-teaching station space. The District is required to provide Urban Montessori with a reasonably equivalent allocation of all these types of spaces based on the “per-student amount of non-teaching station space in the comparison group schools,” and Urban Montessori requires an allocation of all these types of spaces in order to operate its educational program. Each of these types of spaces has a specific use and furnishings and equipment and/or design that are appropriate for such use, and the District’s allocation method does not ensure Urban Montessori will receive a reasonably equivalent allocation of each type of non-teaching station space that exists at the comparison schools. As stated in *Bullis, supra*, “a school district, in determining the amount of nonteaching station space it must allocate to the charter school, must take an objective look at all of such space available at the schools in the comparison group.” (*Bullis, supra*, at p. 1047, emphasis added.) The District is not permitted to average all of the unique types of non-teaching station spaces that exist at the comparison schools and then allocate Urban Montessori a percentage of unspecified non-teaching station spaces that exists at the allocated sites, which are not comparison schools.

Second, the Final Offer contains no listing or description of the types of shared non-teaching spaces to which Urban Montessori will be provided access at the offered sites beyond large categories of space, or any proposed schedule for Urban Montessori’s use (5 CCR Section 11969.9(h)(2) requires the Final Offer to include “arrangements for sharing” the shared space.) The District’s failure to provide this basic information to Urban Montessori precludes Urban Montessori from engaging in timely and efficient negotiations with site principals regarding shared use schedules and prevents Urban Montessori from assessing whether the Final Offer provides Urban Montessori with access to all of the different types of non-teaching station space to which Urban Montessori is entitled. 5 CCR section 11969.9(h) requires that the school district, in its final facilities proposal, specifically identify the nonteaching station space offered to the charter school. (*Bullis, supra*, at p. 1046.)

Third, the District may not base its non-teaching station space allocation to Urban Montessori on the “minimum” amount of non-teaching space that exists at any one of the comparison group schools, which results in a significantly and artificially reduced allocation to

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<sup>2</sup> The Final Offer asserts the District will provide special education space upon Urban Montessori providing evidence of serving in-District special education students. Prop. 39 and the Implementing Regulations do not require charter schools to provide evidence of serving special education students to receive the same ratio of special education/resource space per unit of ADA that exists at the comparison schools. **The information included in the District’s Exhibit E indicates Urban Montessori is entitled to at least three classrooms of special education and resource space.**



Urban Montessori.<sup>3</sup> The District claims a “charter school’s allocation is considered to fall within reasonable equivalence standards if it falls within the minimum/maximum Sq. ft./ADA ratios at the comparison group schools.” However, the District has not and cannot provide any legal authority to support this claim, and such a position directly conflicts with the basic premise of Prop. 39 – that public school facilities must be shared fairly between all public school students, including those in charter schools.

Fourth, Tables 7a and 7b add even more opacity to the District’s analysis. The District is using these tables to calculate how much total non-teaching station space exists at the comparison schools (including indoor and outdoor space) per unit of ADA. Furthermore, the District has ensured that its calculation misstates the actual per ADA amount of non-teaching station space by deducting the total “classroom space”<sup>4</sup> from the “total site area”.<sup>5</sup> By using this formula, the District has assumed that all classrooms larger than 600 square feet are accounted for in its teaching station to ADA ratio – but by its own admission, the District’s teaching station to ADA ratio calculation only includes rooms staffed by a teacher – not empty rooms, not classrooms used for storage or counseling or restorative justice or any other purposes. This space is also not necessarily captured by the specialized classroom allocation, as this is also based only on the number of classrooms larger than 600 square feet on the site, but does not actually determine the use of each space, or whether the proportion actually captures usage at each comparison school site.

As noted in the response to the Preliminary Proposal, even based on the District’s square footage figures for the comparison schools located within the Castlemont attendance boundary (including middle schools), which evidently exclude a considerable amount of non-teaching station space, Urban Montessori is still entitled to an allocation of at least 34,324.86 sq. ft. of interior non-teaching station space (i.e., 12,650.86 more sq. ft. than the District allocated to Urban Montessori).

For all these reasons, the District’s allocation of specialized and non-teaching station space included in the Final Offer fails to comply with Prop. 39 and its Implementing Regulations. Urban Montessori is entitled to reasonably equivalent allocations of specialized and non-teaching spaces, and of furnishings and equipment that accompany those spaces in the comparison schools, and it anticipates receiving its full complement of the specialized and non-teaching space at the offered school sites.

## 6. Pro Rata Charge Worksheet

<sup>3</sup> The District claims that Urban Montessori is only entitled to 78,266 total square feet of non-teaching space based on the “minimum” amount of non-teaching space that exists at the comparison schools. Based on the figures provided by the District, the average comparison schools’ non-teaching station sq ft/ADA is 530.35, which would result in an allocation of 214,952.62 total square feet of non-teaching station space.

<sup>4</sup> Defined as the square footage of all classrooms that are equal to or larger than 600 square feet “and any attached classroom storage space included in the Prop. 39 preliminary offers.”

<sup>5</sup> The total square feet of outdoor and building square feet on the campus, including non-ground level building square footage.

As a preliminary matter, Urban Montessori notes that the District has indicated that Urban Montessori's "share of the custodial costs may be subject to reconciliation in the event that the District is required to increase staffing as a result of the Charter School's use and occupation of the District's site." To the extent that the District is indicating its intent to charge Urban Montessori an additional amount for custodial services above what is included in the pro-rata share, this is not permitted by the Implementing Regulations.

- a. **Utilities:** The District indicates that utilities may be included in the pro rata share if applicable under the Use Agreement. These amounts should be separately metered and billed to Urban Montessori, as it is not appropriate nor provided for in the law to include these costs in the pro rata share calculation, especially since some schools in the District (for example, comprehensive high schools that have pools and large gymnasiums) have substantially higher utilities costs, thereby requiring Urban Montessori to shoulder higher burdens of utilities costs than the amounts Urban Montessori actually uses. If the District receives billing from the utilities companies for each of its individual school sites, Urban Montessori is willing to pay the actual utilities costs for the site based on the same calculation used to determine the pro rata share costs for the shared use space, with the exception that any costs assumed by Urban Montessori cannot be included in the pro rata share calculation.
- b. **Police Services:** The District may not include police costs in its pro rata share calculation because Urban Montessori provides its own security and alarm services, and also has been told by the District's Police Services that Police Services does not provide services to charter schools in the District. Pro rata share amounts are intended to reflect a charter school's portion of the District's facilities costs that Urban Montessori uses. Because Urban Montessori does not use the District's police service, the inclusion of these costs in the pro rata share calculation is not appropriate.
- c. **Insurance:** Urban Montessori will provide and pay for the full spectrum of its insurance benefits, as required by its charter and the Facilities Use Agreement; the District has included the cost of its own property insurance on the facility. Including the District's insurance costs in the calculations not only double bills Urban Montessori for a cost it is already paying for, it is requiring Urban Montessori to pay for a cost that is actually the District's responsibility. Moreover, insurance is not contemplated under the Prop. 39 regulations as an acceptable "facilities cost," and Education Code Section 47614 specifically states that a charter school may not be charged for use of district facilities beyond the pro rata share.
- d. **Custodial Services:** The District indicates that custodial services may be included in the pro rata share if applicable under the Use Agreement. The Implementing Regulations provide that ongoing operations and maintenance of facilities, which includes custodial costs, are the responsibility of Urban Montessori (5 CCR Section 11969.4(b)) and that any costs assumed by Urban Montessori cannot be included in

the pro rata share calculation. Urban Montessori wishes to perform its own custodial services in large part because it is not financially able to absorb the cost of District services; therefore, the FUA will need to provide for this revision.

- e. The District has included \$13,048,405 in facilities costs identified as “RRMA transfer from UR to resource 8150.” However, the Implementing Regulations provide that ongoing operations and maintenance of facilities, which includes custodial costs, are the responsibility of Urban Montessori (5 CCR Section 11969.4(b)) Therefore, please provide Urban Montessori with the necessary documentation to show that the District has removed all facilities costs related to ongoing operations and maintenance from its RRMA transfer account that are Urban Montessori’s responsibility, including custodial services.
  - f. The District has included its emergency debt service costs in the pro rata share calculation. 5 CCR Section 11969.7 states that only unrestricted General Fund facilities costs that are not costs otherwise assumed by Urban Montessori are included in the methodology. Under the Implementing Regulations, items that are not specifically included in the pro rata share calculations because they are either obligations of Urban Montessori or facilities-related general fund expenses may not be included in the calculation of facilities costs. “Debt servicing” is typically not a cost charged to the unrestricted general fund (e.g., bond repayment obligations are excluded). Further, even if repayment of the District’s emergency loan constitutes debt service that is charged to the unrestricted general fund, the pro rata share is intended to reimburse the District for a charter school’s proportion of the District’s facilities costs in exchange for Urban Montessori’s use of District facilities. The Emergency Apportionment state loans are clearly not facility-related debt service costs, and thus may not be included in the calculation. Again, only those facilities costs charged to the unrestricted general fund can be included in the pro rata share calculation. (5 CCR Section 11969.7.) If it is the District’s position that the repayments of the emergency state loan are debt service for “facilities costs” then we request that the District provide some documentation demonstrating that the emergency loan monies were spent on “facilities costs.”
7. **Draft Facilities Use Agreement:** We are reviewing the draft Facilities Use Agreement and look forward to negotiating the terms of that or an in-lieu agreement over the next several weeks, as required by the Implementing Regulations. (5 CCR Section 11969.9(k).)
- a. **Section 1:** This section states “District agrees to allow use of the Premises at the School(s) by Charter School for the sole purpose of operating Charter School’s educational program in accordance with all applicable federal, state and local regulations relating to the Premises and to the operation of Charter School’s educational program.” This section will need to be revised to include

Urban Montessori's summer school, if any, and programs procured by Urban Montessori through third party entities, e.g. after-school program providers.

- b. Section 1.4:** Prop. 39 only requires Urban Montessori to comply with the District's policies and procedures related to operations and maintenance, and not where actual school district practice substantially differs from official policies. (5 CCR Section 11969.4(b).
- c. Section 1.6:** Fees charged under the Civic Center Act are intended to reimburse school districts for the costs they incur to process permits and to clean up after community use of their facilities. The portion of the Civic Center Act fees related to custodial and maintenance costs must be paid to Urban Montessori if Urban Montessori is responsible for cleaning up its site after each community use.
- d. Section 2:** The Site must be furnished, equipped and available for occupancy by Urban Montessori for a period of at least ten (10) working days prior to the first day of instruction. However, we are willing to consider taking possession earlier if mutually agreed upon between the parties.
- e. Section 3:** This section also needs to reflect that if Urban Montessori constructs or installs recreational improvements or other school facilities, Urban Montessori and the District will agree to negotiate a reduction in the facilities use fees. Urban Montessori's other concerns regarding the Pro Rata Share Charge outlined above are incorporated herein. Again, any costs assumed by Urban Montessori cannot be included in the pro rata share calculation, including custodial and maintenance costs. Urban Montessori objects to the late charge listed in Section 3.5. The Implementing Regulations do not contemplate late fees to be charged to Urban Montessori.
- f. Section 6:** This number will need to be adjusted to reflect the number of Urban Montessori students on the sites.
- g. Section 9:** This section states that the District "shall not be liable for any personal injury suffered by Charter School or Charter School's visitors, invitees, and guests, or for any damage to or destruction or loss of any of Charter School or Charter School's visitors, invitees or guests' personal property located or stored in the parking lots, street parking or the School Site, except where such damage is caused by the District's negligence or misconduct." This section will need to be changed to reflect that the District may not avoid liability for injuries or damage caused by its failure to maintain the parking spaces on the site. The District is required to provide Urban Montessori with a facility that complies with the California Building Code, and to maintain the facility in

compliance with the California Building Code. (5 CCR Section 11969.9(k).) It may not provide the parking lot in an "as-is" condition.

- h. Section 10:** For the same reason, the District may not require Urban Montessori to take the facility in "as is" condition. Furthermore, it is not acceptable for the District to terminate the FUA if the cost to make repairs exceeds \$150,000. The District is required to make the facility available to Urban Montessori for its entire school year (5 CCR Section 11969.5) and to maintain the facility in compliance with the California Building Code. (5 CCR Section 11969.9(k).) As a result, if the facility is damaged, the District must repair it, or, if it is destroyed, the District must provide alternative facilities.
- i. Section 12.3 and 12.4:** The District must make reasonable efforts to keep their materials, tools, supplies and equipment on the Premises in such a way as to minimize disruption to Urban Montessori's program. The District must provide relevant scheduling information and reasonable notice to Urban Montessori if it will be coming onto the facility to perform maintenance. In addition, Urban Montessori wishes to perform its own custodial services, and as a result, does not agree to allow the District to enter the Premises to perform custodial services.
- j. Section 14:** While Urban Montessori is willing to pay any taxes or assessments on its personal property, or modifications or improvements it performs on the facility, it may not otherwise be obligated to pay any costs to occupy the facility beyond the pro rata share. (Education Code Section 47614(b)(1).)
- k. Section 15:** Urban Montessori wishes to perform its own cleaning and custodial services. Therefore, the Final Offer will need to be revised to provide for this revision.
- l. Section 17:** If the comparison schools have a security system, then in order to provide a reasonably equivalent facility, the District must also provide the Premises with a security system. Urban Montessori does not agree to provide written verification of compliance with the fingerprinting and criminal background investigation requirements to District prior to Urban Montessori taking possession of the Premises and prior to conducting its educational program on the Premises.
- m. Section 18.1.7:** Urban Montessori does not agree that should it default under the FUA, it must pay the District its unpaid pro rata share. The District is obligated to attempt to first find an alternative occupant for the site.

Leslie Jimenez

Office of Charter Schools

Re: Urban Montessori Charter School

Response to District's Final Offer

Proposition 39 2018-2019

May 1, 2018

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- n. **Section 18.2:** This section must provide for Urban Montessori to perform any District obligation if the District is in default, and to recover its reasonable costs in so doing from the District.
- o. **Section 20:** If Urban Montessori chooses to seek its insurance through a joint powers authority such as CharterSAFE, JPAs do not receive an A.M. Best insurance rating. This section will need to be revised to provide that insurance through a JPA will satisfy the terms of the FUA.
- p. **Section 28:** This section must be revised to provide that the District is responsible for maintaining the Premises in compliance with applicable law, except to the extent that compliance arises as a result of modifications or improvements performed by Urban Montessori.

We have attempted in this letter to enumerate all of our concerns with the District's Final Offer; however, we note that our failure to mention a concern in this letter should not be interpreted as acceptance of that term. Urban Montessori looks forward to the opportunity to discuss and negotiate the Facilities Use Agreement with the District, along with Urban Montessori's other above-referenced concerns, moving forward.



Taima Beyah  
Interim Head of School  
Urban Montessori Charter School

Cc: Sarah Kollman, Young, Minney & Corr, LLP  
Urban Montessori's Board Members