



**OFFICE OF CHARTER SCHOOLS**

**PROP 39 FACILITIES REQUEST FORM**  
UNDER EDUCATION CODE §47614 (Proposition 39)

- Facilities request will only be accepted if submitted on this form with all required attachments.<sup>1</sup>
- **Include only information requested on this form; please refrain from including extraneous information or attachments.**
- Facilities request must be received by 12:00 pm on Wednesday, November 1, 2017
- A new or proposed new charter school may make a facilities request only if its charter petition was submitted on or before the last regularly scheduled Board meeting in October of the fiscal year preceding the year for which facilities are requested, and only if it receives approval of the petition before March 15 of the fiscal year preceding the year for which facilities are requested.

Office Use Only

Date Submitted:

Initials:

**Charter School Name:** Urban Montessori Charter School

*Main Contact Person*

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1. Please complete and attach the [ADA Projections Spreadsheet \(Appendix I\)](#).
2. Provide a description of the methodology used for the ADA projections above, including the current and prior year's attendance rates. Please also include supporting documentation as an attachment. *Title 5 CCR §11969 specifies that a requesting charter school must determine a reasonable projection of the in-district average daily classroom attendance (ADA) for the applying school year.*
  1. Urban Montessori had over 600 applications for approximately 100 spots. The demand for UMCS has only increased each year.

<sup>1</sup> 5 CCR § 11969.9(c)(3) School districts may require the charter school to submit its facilities request containing the information specified in paragraphs (1) and (2) on...another form specified by the school district.



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2. The School is projected to expand organically from TK/K and backfill at the upper grades as necessary. The School's retention has improved each year as the School has stabilized.
3. The growth rate of the school has increased as the school has added an additional TK/K section. P2 ADA has grown from 260.24 in 14-15 to 297 in 15-16, and 349 in 16-17. Month 2 ADA in 17-18 is 428.64, a 23% increase over 16-17 and an increase in growth rate from 15-16 which had a 14% growth rate.
4. Attendance rate in 16-17 was 95%; current year attendance rate is 95.5%.

As demonstrated herein, we have analyzed our School's historical enrollment, retention, and growth trends, prior ADA figures, and historical wait list numbers in order to arrive at our total projected in-District classroom ADA figure for the request year.

3. **Please indicate all OUSD campuses on which the Charter School is currently located. (If Charter School is not currently located on an OUSD campus, enter "None".) (NOTE: Proposition 39 allows OUSD to move a charter school from its current site if necessary.)**

UMCS is currently at the Sherman Campus.

4. **Provide a description of the district school site and/or general geographic area in which the charter school wishes to locate. (NOTE: Proposition 39 requires the district to make a "reasonable effort" to offer a facility to a charter school in the general geographic area in which the charter school wishes to locate; however, the district is not required to grant the charter school's request.)**

Title 5 CCR Section 11969.9(c)(1)(E) requires the Charter School to provide information regarding the District school site and/or general geographic area in which the Charter School wishes to locate. Urban Montessori's strong, first preference would be to be located in a single, contiguous site that is centrally located and easily accessible to 580 and would allow the school to grow. We have outgrown our current facility. Our population comes from all over the city, with meaningful concentrations along the 580 corridor. Our program, which has mixed-aged classes with a lead and support teacher and 30-33 students per class, requires larger classroom spaces (ideally 1200 sq ft, and not smaller than 900 sq ft).

We would welcome the opportunity to discuss other long-term possibilities in a larger facility that would allow us to stay in our next facility for 2-3 years.

We can appreciate the challenges that the district faces in finding appropriate facilities for district and charter schools. A short-term option that might work for Urban Montessori in the spirit of partnership with the district would be to leave the lower elementary (TK-3) at the Sherman campus and move the upper elementary (4-6) and middle school (7-8) to a nearby facility such as Howard, King Estates, Brett Harte, Frick or Carl Munck. (8 classrooms, 4 administrative spaces and 4 resource specialist spaces). While this would cause considerable additional cost and challenges for Urban Montessori, given how our mixed-grade classrooms are divided, it might be possible.



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**5. Provide information on the charter school's educational program that is relevant to the assignment of facilities.**

Title 5 CCR Section 11969.9(c)(1)(F) requires the facilities request to provide information regarding the charter school's educational program that is relevant to the assignment of facilities. The Charter School's educational program does have unique facilities needs. As you are aware, Urban Montessori is aligned with Montessori practices. Montessori classrooms are mixed age and typically have 30-35 students with two teachers. This classroom configuration allows for peer-to-peer teaching and highly differentiated instruction. Unfortunately, most traditional classrooms are 750-950 sq ft, which is smaller than the recommended 1200 sq ft for Montessori classrooms. Ideally, Urban Montessori would like to be in a building with larger classroom that can accommodate its larger class sizes. Urban Montessori also has a robust design thinking program which necessitates a multi-purpose maker space. Urban Montessori has a large special education population (~13% of students) and requires resource spaces. The school also operates an after-school program throughout the school year that must be accommodated.

**The following application requirement ONLY applies to Schools Opening in 2018-19 or Schools Currently Operating and Projecting an Enrollment Increase Greater than 10%**

**6. Please complete and attach the [Meaningfully Interested Student Signature Forms](#) (Appendix II) **AND** the [Meaningfully Interested Students Spreadsheet](#) (Appendix III). (Please be sure to also provide Appendix III in Excel format on a flash drive.) Title 5 CCR §11969.9(c)(1)(B)(C) states that the annual request must include a description of the methodology used in making the ADA projections and if relevant, documentation of the number of in-district students meaningfully interested in attending the charter school.**

**Appendix I: ADA Projections Spreadsheet**

<b>Definitions:</b>
1. "Prior Year" means "the fiscal year prior to the fiscal year in which the facilities request is made." (2016-2017) Cal. Admin. Code tit. 5, § 11969.9(c)(1)(A)
2. "Current Year" means the year in which the facilities request is made. (2017-2018)
3. "Request Year" means the year for which facilities is requested. (2018-2019)
4. "In-District" refers to students who reside in Oakland Unified School District attendance boundaries.

**Table 1: Total In-District Classroom ADA Actuals & Projections**

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	38.17	47	59.31
TK	12.59	12	12.5
K	41.62	58	54.70
1	60.90	56	67.20
2	57.76	64	53.76
3	46.68	59	61.44
4	47.44	39	56.64
5	30.11	35	37.44
6	14.89	20	33.60
7		9	19.20
8			8.82
9			
10			
11			
12			
<b>Total</b>	<b>311.99</b>	<b>352.00</b>	<b>405.30</b>

**Table 2: Total Classroom ADA Actuals & Projections**

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	38.17	47	59.31
TK	10.18	16.00	15.48
K	46.11	74.00	69.90
1	64.75	70.00	85.38
2	62.43	77.00	68.11
3	56.99	72.00	73.72
4	56.08	52.00	67.77
5	34.77	47.00	49.61
6	17.72	25.00	45.22
7		14.00	25.67
8			13.16
9			
10			
11			
12			
<b>Total</b>	<b>349.03</b>	<b>447.00</b>	<b>514.02</b>

**Table 3: Total In-District ADA Actuals & Projections**

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	38.17	47	59.31
TK	12.59	12	12.5
K	41.62	58	54.70
1	60.90	56	67.20
2	57.76	64	53.76
3	46.68	59	61.44
4	47.44	39	56.64
5	30.11	35	37.44
6	14.89	20	33.60
7		9	19.20
8			8.82
9			
10			
11			
12			
<b>Total</b>	<b>311.99</b>	<b>352.00</b>	<b>405.30</b>

**Table 4: Total ADA Actuals & Projections**

Grade Level	Prior Year P-2 ADA	Current Year CBEDS Enrollment	Request Year Projected ADA
<i>(Example)</i>	38.17	47	59.31
TK	10.18	16.00	15.48
K	46.11	74.00	69.90
1	64.75	70.00	85.38
2	62.43	77.00	68.11
3	56.99	72.00	73.72
4	56.08	52.00	67.77
5	34.77	47.00	49.61
6	17.72	25.00	45.22
7		14.00	25.67
8			13.16
9			
10			
11			
12			
<b>Total</b>	<b>349.03</b>	<b>447.00</b>	<b>514.02</b>