

## 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		
	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (projected)	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (projected)
TK						
K						
1						
2						
3						
4						
5						
6	56	74	76	57	84	86
7	44	71	74	47	80	84
8	48	64	71	57	69	80
9						
10						
11						
12						
<b>TOTAL</b>	<b>148</b>	<b>209</b>	<b>221</b>	<b>161</b>	<b>233</b>	<b>250</b>

**Table 2: Attendance Rates**

Grade Level	2018-19 Attendance Rate	2019-20 Attendance Rate	Projected 2020-21 Attendance Rate
TK			
K			
1			
2			
3			
4			
5			
6	98.18%	98.47%	98.47%
7	97.30%	97.68%	98.47%
8	96.71%	98.37%	97.68%
9			
10			
11			
12			

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

Grade Level	Projected 2020-21 ADA	
	Oakland Resident, Classroom Based	Total
TK		
K		
1		
2		
3		
4		
5		
6	72.87	82.71
7	72.87	82.71
8	69.35	78.14
9		
10		
11		
12		
<b>TOTAL</b>	<b>215.09</b>	<b>243.56</b>

# Oakland Unified School District

## Office of Charter Schools



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

## Proposition 39 Facilities Request Form & Instructions 2020-21 School Year

### Key Deadlines

November 1, 2019 or earlier	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2019	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2020	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2020	District makes preliminary facilities offer to Charter School
March 1, 2020	Charter School responds to preliminary facilities offer
April 1, 2020	District makes final facilities offer to Charter School
May 1, 2020 (or 30 days from receipt of final offer)	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools  
1000 Broadway, 3rd Floor, Suite 398  
Oakland, CA 94607  
Phone: (510) 879-1677  
[www.ousdcharters.net](http://www.ousdcharters.net)



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**PROP 39 FACILITIES REQUEST FORM INSTRUCTIONS**

Education Code §47614 (Proposition 39)

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 **5:00 pm on Friday, November 1, 2019**. 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 either TK, kindergarden, 6 <sup>th</sup> grade, and/or 9 <sup>th</sup> grade <b><u>does not</u></b> increase by more than 15% between the 2019-20 and 2020-21 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><u>does</u></b> increase by more than 15%* between the 2019-20 and 2020-21 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 2020-21	<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 (Oakland 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 2018-2019 and 2019-2020 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.

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**PROP 39 FACILITIES REQUEST FORM**

Education Code §47614 (Proposition 39)

- The Facilities Request Form and all accompanying documentation must be submitted to [charteroffice@ousd.org](mailto:charteroffice@ousd.org) by **5:00 pm on Friday, November 1, 2019**.
- 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).
- A new or proposed charter school may make a facilities request for 2020-21 only if its charter petition was submitted on or before the October 23, 2019 OUSD Board meeting. A school's charter petition must be approved before March 15, 2020 in order to receive a Final Notification of Facilities.

**Charter School Name:** American Indian Public Charter School

Primary Contact Person Name: Maya Woods-Cadiz/Marisol Magana Phone: 510-893-8701

Email: maya.woods-cadiz@aimsk12.org/marisol.magana@aimsk12.org Fax: 510-893-0345

Mailing Address: 171 12<sup>th</sup> Street, Oakland, CA 94607

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

The Charter School is not projecting a substantial increase in enrollment, but rather is projecting that its total and in-District enrollment will remain approximately the same for the 2020-21 school year. In sum, the Charter School used the cohort survival method, in which the enrollment in each grade level is rolled forward one grade, and the incoming sixth grade class remains about the same size as the 2019-2020 sixth grade class, to develop its ADA projections for 2020-2021. We are projecting that there will be an increase in students and we will reach total enrollment of 250.

More specifically, the projections provided are based on our observed attendance rates during the 2018-2019 school year, and our current enrollment and attendance rates for 2019-2020. The 2018-2019 attendance rates and enrollment were gathered from our annual attendance report submitted to the state. Our enrollment for the 2019-2020 school year was based on our CBEDS submission to the state, submitted on October 2, 2019. We do not project that our enrollment will change between now and the end of the 2019-20 school year, as historically our enrollment has remained stable over the course of a school year.

We note that our attendance reports for the first two months of the current school year reflect an attendance rate of about 98%. In the last few years, we have had a 98% attendance, and the projected attendance rate for 2020-2021 school is thus calculated using that percentage.

Our projections for 2020-21 applied an attendance rate to our CBEDS enrollment for each relevant grade level and rolled it forward while assuming a sixth grade class of the same size as the current sixth grade class.

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We have also assumed that our in-District percentages will remain the same. We have rolled forward all of our enrollment from each existing grade, assuming all in-District and out-of-District students will return.

In addition, in the last few years, we have received more applications than spaces available, and have maintained a waitlist of 50 students. As such, any slots that are vacated by departing students will be filled by our waitlist. Therefore, we have rolled the current enrollment for each grade level forward one grade, both our total enrollment and in-District enrollment, and assumed a 6th-grade class that is the same size as the current 6th-grade class, with the same number of in-District students as the current 6<sup>th</sup> grade. Any vacancies will be filled by students from our waitlist or new applicants

Based on discussions with current students and their families, we, therefore, anticipate roughly the same enrollment and attendance rate for the 2020-2021.

### **2. Please indicate all campuses on which the Charter School is currently located, if any.**

None

### **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.)***

Our Charter School wishes to be located within the Laurel/Downtown/Chinatown/Temescal neighborhood. Our goal is to serve minority and socio-economically disadvantaged students who reside in these neighborhoods. In consideration of the demographics we serve, we need to be in a facility that is accessible to families that travel on foot or rely on public transportation to attend our school. Therefore, we request facilities at one of the following campuses: Lincoln, La Escuelita, Santa Fe Elementary, Bella Vista, West Oakland Middle, Piedmont Elementary, Westlake, Tilden, Laurel, BrettHart, Allendale or United for Success campus.

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

Our education program calls for a small students to teacher ratio of 25:1, therefore we request that the number of classrooms allocated for our use that reflects this ratio. In addition our school requires a large space for lunch program (kitchen), study hall, and occasional family meetings. Therefore we require access to such space. Additionally, due to physical education limitations that our students are currently facing, we require a facility with a gymnasium and fields. Currently our students walk to parks within the surrounding areas of the school, which has created a safety risk for our students.

Please note that this list is not exhaustive, and if the District's comparison schools include other facilities not noted here, or the Charter School would be entitled to additional teaching stations, specialized teaching station spaces, or non-teaching stations spaces under a Prop. 39 analysis, the District must also allocate a reasonably equivalent amount of this space to the Charter School.

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Finally, a contiguous site is critical for staffing purposes as we have a great deal of shared staff and instructors, and importance to families with siblings. Consequently, our educational program requires a single contiguous school site in which to operate.