



October 5th, 2023

Letter of Intent

Ms. Kelly Krag-Arnold
Director
Office of Charter Schools
Oakland Unified School District
1000 Broadway, 6th Floor, Suite 639
Oakland, CA 94607

Re: Letter of Intent to Apply for Proposition 39 Conversion School Facilities In Accordance With Education Code Section 47614 and Title V Code of Regulations Section 11969.1-11969.11

Dear Ms. Krag-Arnold:

This letter serves as the Bay Area Technology School (“BayTech”) notice to the Oakland Unified School District (“District”) that BayTech has submitted a completed Proposition 39 request by November 1, 2023 for facilities during the 2024-2025 school year, in accordance with the above referenced legal authority.

BayTech is currently located at 8251 Fontaine Street Oakland, CA 94605 and occupies the C hallway and the outdoor portables on the campus. As you know, Education Code section 47614(b) provides the assurance that the district “shall not move the charter school unnecessarily.” This statutory limitation on districts ensures that charters can take root and establish a stable, consistent site. BayTech has purchased a property at 1445 23rd Avenue in Fruitvale and is hoping to complete the project of retrofitting the building to house a school by November 1st, 2024. In order to partner with and accommodate the District’s planning in a manner that also supports BayTech so that we can continue to serve our population and continue to foster our community, BayTech would be willing to consider giving space back to the district as we move to our new location throughout the 2024-2025 school year. Our top priority is to remain at the King Estates Campus where we have established a home after being moved 6 times prior to our home at King Estates since our inception.

We look forward to discussing this option with you at your earliest convenience.

Sincerely,
Seth D Feldman EdD, JD
Executive Director/Principal

2024-25 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 by **end of day on Wednesday, November 1, 2023**.
- 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: Bay Area Technology School

Primary Contact Person Name: Seth Feldman

Phone: 510-382-9932/510-508-3580

Email: sfeldman@baytechschool.org

Mailing Address: 8251 Fontaine St. Oakland, CA 94605

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

For Table 1, we downloaded the student enrollment list as of the CBEDS Census Date for each of the respective years and grade levels listed on the table. To calculate the “Oakland Resident Classroom Based Enrollment,” we ran a report through Aeries of all student’s residential addresses. We cross referenced this report with the CBEDS Census Date report and excluded every student who lived outside of Oakland from the CBEDS Census report. Next, we then verified that all students remaining on the report were Oakland Residents and noted this total on the table. To calculate the “Total Enrollment,” we pulled the CBEDS Census Date report for the respective grade levels and years. For the “projection columns,” we examined the current enrollment and looked at our past retention rates for each grade level. We then used the average retention rate percentage for each grade level in order to calculate our projected retention of current students. In addition, we examined our previous application and new student enrollment statistics for each grade level and added the average number of new students for each grade level each year and added that average to our projected total. We then evaluated the percentage of students that are from Oakland for the 2023-2024 school year and used that percentage to calculate the projected Oakland-Resident Classroom Based Enrollment using that same percentage.

This year due to the events of the shooting on September 28th, 2022, we noticed a decrease in applicants for 6th grade. Therefore, BayTech only opened the 2023-2024 School Year with 25 6th grade students for the 2023-2024 school year versus the typical 60 students. BayTech does plan to open for the 2024-2025 school year with a full 6th grade (60 students) and will therefore expect a more than 15% increase in enrollment for 6th grade. We hope to also grow our future 7th grade class by accepting 30 additional students to our cohort to create a full 60 student 7th grade cohort.

Therefore, based on the past 3 years of data regarding applicants and our new student enrollment numbers plus our average retention rates, we were able to calculate our projected enrollment for the 2024-2025 school year while including our goal of reaching our past enrollment of 60 students per grade level. We will also continue to allow students to join our campus throughout the year until we reach capacity at 60 students per grade level. This may lead to additional students being enrolled and a possible increase in enrollment in comparison to the projections on Table 1. We anticipate this to be the case as

OFFICE OF CHARTER SCHOOLS

BayTech has historically received more applications than it has available slots and we hope to make up for the lost students due to the shooting.

Bay Area Technology School (BayTech) is not projecting a substantial increase by more than 15% between the 2022-23 and 2023-24 school years for 9th grade but do anticipate growth in 6th grade as noted above.

For Table Two, we exported the “Daily ADA Report” for the requested years as of CBEDS date. We then took into account BayTech's historical data of reporting 90%-96% ADA. With the shooting occurring during the 2022-2023 school year and a hesitant return to school for some families, we saw a drop in our ADA for the 2022-2023 school year as you will see on Table 2.

Therefore, we looked at the ADA averages prior to the shooting and used this information to help assess a more accurate ADA projection for the 2024-2025 school year and therefore calculated the totals noted in Table 2. For Table 3, we took the projected enrollment for the 2024-2025 school year in Table 1 then multiplied it by the ADA projected percentage in Table 2 in order to calculate the ADA projections for both Oakland-Resident students and for the total student population.

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

Bay Area Technology School is located at 8251 Fontaine St. Oakland, CA 94605–The King Estates Campus.

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.)

BayTech has always been located at the King Estates Campus site on Fontaine Street in East Oakland since 2012—more than a decade. This is our 7th site since our inception in 2004 and the location we have inhabited for the longest period of time. Our families view this location as our home. We share this site with OUSD's Sojourner Truth Independent Study Program, Ruidsdale Continuation School and Ruidsdale Newcomer High School. Our priority and ask is for us to remain on the King Estates Campus.

Education Code section 47614(b) provides the assurance that the district “shall not move the charter school unnecessarily”. This statutory limitation on districts ensures that charters can take root and establish a stable, consistent site. BayTech has purchased a property at 1445 23rd Avenue in Fruitvale and is hoping to complete the project of retrofitting the building to house a school by November 1st, 2024. In order to partner with and accommodate the District's planning in a manner that also supports BayTech so that we can continue to serve our population and continue to foster our community, BayTech would be willing to consider giving space back to the district as we move to our new location throughout the 2024-2025 school year.

OFFICE OF CHARTER SCHOOLS

Please also note that BayTech is entitled to remain on the King Estates Campus pursuant to Education Code section 47605(b) and is submitting this request solely at the request of the District, and not because BayTech has any obligation to do so in order to remain on its site (please see cover letter for more information).

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

One of the main facility needs of BayTech is a large enough campus to house both our Middle and High School Programs. Our two programs are integrated together through the sharing of staff, resources and cross-grade level instruction. Given that BayTech is a small single school of 6th-12th grade students, many of our teachers teach across grade levels and do not exclusively teach Middle School or High School. Of BayTech's 15 teachers for the 2022-2023 School Year, 6 teachers teach both Middle and High School classes throughout the day. Additionally, many teachers coach sports outside of their grade levels of instruction. For example, one of our High School English teachers is the Middle School Flag Football Coach. Many of our high school students are assistant coaches to many of the middle school teams as well.

The structure of BayTech also includes integrated programs across grade levels that are an integral part of BayTech's educational programming and structure.

Our Accelerated Math Program allows middle school students to begin taking high school math in 8th grade. Based on i-Ready scores and the student's previous math grades, 8-10 8th grade students are selected each year and offered the opportunity to begin taking high school math classes. This manifests in the students attending and pushing into the high school math courses in lieu of their middle school math class. This requires middle school students to be able to physically access these high school classes and therefore will need to occur on a common campus.

BayTech has also implemented a tutoring program throughout the campus where upper division high school students tutor and work with middle school students who are more than 3 grade levels behind in Math and/or English which calls for the middle and high school programs to be on a shared campus.

In conjunction, our organization structure calls for the Dean of Students to provide social/emotional help, discipline and supervision for both the Middle and High School. Plus, our Executive Director acts as our college counselor for seniors along with also teaching high school English and running the Middle School Reading Program every morning. Separating the two programs would cause an increase staffing and doubling of operational positions including our Office Manager, Secretary, Registrar/Attendance Clerk and Director of Facilities in order to run both programs concurrently at two separate campuses therefore this is not feasible and to separate the Middle and High School programs on to separate campuses would be a detriment to our school for these reasons.

OFFICE OF CHARTER SCHOOLS

BayTech's mission is to infuse assistive technology throughout the school to provide a personalized educational experience for every student. This mission is driven by the population we serve and the lack of quality personalized education for low income students. Utilizing adaptive technology, we are able to hone in on students strengths and weaknesses, providing personalized instruction and access to resources that students would otherwise not be able to access.

The main program that allows us to assess students' needs is i-Ready. i-Ready Diagnostics are administered for the entire student body 3 times per year in order to track students progress and adjust their instruction to fit their growing strengths and needs. In order to most effectively utilize this data and provide support for our students, we have a variety of small group instruction that occurs throughout the day. Therefore, 2 resource rooms would be needed to allow for this small group instruction.

In conjunction with the small group instruction for students who are performing below the grade level standards, BayTech also offers support to our English Learner population. With an EL population of 25% and a redesignation rate of 57%, it is imperative that we have the two additional resource rooms that are dedicated to small group instruction. These spaces are utilized by our Reading Intervention Specialist and our Math Intervention Specialist to provide small group instruction to our students that are 2 or more grade levels behind in Math or Reading plus our EL students. This space will also be utilized by our upper division tutoring program.

Three SPED offices and one resource room will be needed to ensure we are able to provide SPED services to our growing SPED population. Currently 21% of the BayTech student body is in SPED and we are staffed with 2 Education Specialists and one School Psychologist. Therefore, we will need 3 Offices to house our SPED department. We will also be in need of one additional resource room where we can place our 3 ZenBooths that are utilized for confidential online services including speech therapy and counseling throughout the day.

Given the tremendous trauma that our students have endured this year and previous years, BayTech has invested in providing additional emotional & social support services. As part of increasing and expanding our scope of resources, we have partnered with Equine Therapy and their School Psychologist who provides services to our students, to provide best practices and implement services in our school. It has been shown and noted by the U.S. Department of Health and Human Services¹ that animals are an impactful resource² and have been shown to reduce PTSD symptoms³. Program therefore requires a large fenced in grass area in order to allow for our therapy horse to provide the needed services to our students.

This grass area will also be utilized for our robust sports program that includes Soccer, Basketball, Volleyball, Flag Football, Cross Country, Cheerleading, Baseball and Wrestling in the middle school and Soccer, Basketball, Volleyball, Cross Country, Baseball and Wrestling in the high school. Over 60% of the

¹ <https://newsinhealth.nih.gov/2018/02/power-pets>

² <https://journals.sagepub.com/doi/abs/10.1177/1533210107302397>

³ <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4528099/>

OFFICE OF CHARTER SCHOOLS

BayTech student population plays in one or more of our sports programs and the inclusion of sports programs is a key component to our academic standards and programming as our student athletes are held to high academic standards in order to continue to engage in our sports program. Our sports programs also integrate academic support through tutoring and regular grade checks to ensure students are able to benefit from the correlations between student athletes and higher academic achievement.⁴

In addition to our after school sports programs, we also provide Physical Education classes across all grade levels. This program requires us to have a gymnasium large enough to accommodate up to 60 students at any given time.

Given that we are a WASC accredited school with our graduation requirements matching the UC and CSU A-G Admission Requirements, it is necessary for our site to have a working science lab or proper space to convert into a science lab, comparable to the space that is currently provided at the King Estates Campus.

Further facilities implications include the traditional need for a classroom for each teacher, including the two Special Education teachers, as well as a need for classrooms for the Science program, Art Program, Dance program, Special Education/ MTSS program, Intervention classes (during and after school), space for the learning lab, library, multipurpose room in the cafeteria, and Community Room/Family Resource Center, which is a location for parenting classes and family activities.

Below is a grid detailing the facilities needs, based on the educational program:

Space Needed	Educational Program	Comments
13 classrooms	Cohort-based 6th-12th grade classrooms	
1 classroom	Science Lab	
2 classrooms	Resource Rooms used for literacy & math intervention	
1 classroom	SPED Resource Room	
1 office	School Counselor	
1 office	School Psychologist	
1 office	Education Specialists	
1 office	Dean of Students	

⁴ <https://ijbnpa.biomedcentral.com/articles/10.1186/1479-5868-5-10>



OFFICE OF CHARTER SCHOOLS

2 offices	Middle and High School Principals	
1 office	Human Resources	
1 office	Executive Director	
1 office	Director of Operations & Facilities	
Cafeteria Space	Breakfast/Lunch Program, Morning Reading Period, After School Program, event space (i.e. Back to School Night, Graduation, etc.)	
Gym	Physical Education Classes	
1 storage space	Custodial supplies	
1 storage space	Storage of instructional materials and supplies	
Fenced in Field Space	Student Services & Sports Programs	
1 server room/IT space	IT/Internet	

Appendix I: Enrollment, Attendance Rates, and ADA Projections

Note: "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).

Table 1 Instructions: Fill in the 2022-23 and 2023-24 Census Day enrollment data for all grade levels served at the school which corresponds (these figures should correspond with data available on CDE DataQuest). Then complete the projected column for the 2024-25 school year. Oakland-Resident data should correspond with information submitted to OUSD in the annual Census Day Enrollment Spreadsheets.

Table 1: Enrollment

Grade Level	Oakland-Resident, Classroom-Based Enrollment			Total Enrollment		
	2022-23 (as of CBEDS Census Day)	2023-24 (as of CBEDS Census Day)	2024-25 (projected)	2022-23 (as of CBEDS Census Day)	2023-24 (as of CBEDS Census Day)	2024-25 (projected)
TK						
K						
1						
2						
3						
4						
5						
6	46	23	40	51	25	44
7	54	38	34	59	45	40
8	48	47	38	53	55	45
9	45	35	42	53	38	45
10	52	35	40	56	40	45
11	53	50	40	56	56	45
12	24	46	51	26	50	56
TOTAL	322	274	285	354	309	320

Table 2 Instructions: In columns B and D, fill in the first three months (M1-3) of 2022-23 and 2023-24 attendance for all grade levels served at the school (which should correspond with attendance data submitted to OUSD in statistical months 1-3), respectively. In column C, fill in the 2022-23 attendance for all grade levels served at the school for the year. Then, use Column E to enter projected annual attendance rates for 2024-25.

Table 2: Attendance Rate

Grade Level	2022-23 (M1-3) Attendance Rate	2022-23 (Annual) Attendance Rate	2023-24 (M1-3) Attendance Rate	Projected 2024-25 Attendance Rate
TK				
K				
1				
2				
3				
4				
5				
6	93.05%	90.67%	93.32%	92%
7	93.53%	90.27%	92.42%	91%
8	92.19%	90.03%	91.91%	91%
9	90.01%	89.65%	90.94%	90%
10	91.09%	87.62%	93.08%	90%
11	88.70%	87.62%	91.99%	89%
12	87.87%	86.34%	92.51%	89%

Table 3 Instructions: Fill in column B with the result of multiplying 2024-25 Oakland Resident projected enrollment (Table 1 col D) and the 2024-25 projected attendance rate (Table 2 col E). Fill in column C with the result of multiplying 2024-25 total projected enrollment (Table 1 col G) and the 2024-25 projected attendance rate (Table 2 col E).

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2024-25 ADA	
	Oakland-Resident, Classroom Based <i>(projected resident classroom-based enrollment x projected attendance rate)</i>	All Students Total <i>(projected total enrollment x projected attendance rate)</i>
TK		
K		
1		
2		
3		
4		
5		
6	36.8	40.48
7	30.94	36.4
8	34.58	40.95
9	37.8	40.5
10	36	40.5
11	35.6	40.05
12	45.39	49.84
TOTAL	257.11	288.72

Appendix II: Student Application Data

Please complete the below table(s) according to instructions on pages 1-2 to reflect the number of applications received for open enrollment and post enrollment. Use one table per applicable grade level. Most schools will only need to fill out one of the below table, but three are provided for different grade levels if needed.

Grade Level: <u>6th</u>		
	2022-2023 School Year	2023-2024 School Year
Open Enrollment	71	50
Post Enrollment	50	36
Seats	60	30

Grade Level: <u>9th</u>		
	2022-2023 School Year	2023-2024 School Year
Open Enrollment	68	39
Post Enrollment	41	48
Seats	15	23