Education *for* Change
Public Schools

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

To the Office of Charter Schools:

This letter serves as Cox Academy's ("Charter School") notice to the Oakland Unified School District ("District") that the Charter School has submitted a complete Proposition 39 request by November 1, 2020 for facilities during the 2021/2022 school year, in accordance with the above referenced legal authority.

As a conversion school established in accordance with Education Code Section 47605(a)(2), pursuant to 5 CCR Section 11969.3 the Charter School is entitled to occupy its converted school site in its first year of operation, and thereafter upon annual request, unless and until a mutual amendment of the charter occurs.

As a result, and given its desire to remain on the Cox campus for the foreseeable future, the Charter School would like to negotiate a long-term facility use agreement with the District for the term of the Charter School's current charter. The Charter School believes that a long-term facility use agreement with the District would have many benefits. First, a long-term agreement would eliminate the need to expend staff time and attorney's fees on the part of both the District and the Charter School in going through the Proposition 39 process on a yearly basis, especially given that the District is legally obligated to allocate the Cox site to the Charter School absent a waiver from the State Board of Education. In addition, a long-term agreement would facilitate the planning process for any improvements that the Charter School may wish to make to the site, as well as enable us to explore funding options for additional improvements to the site, to the benefit of the District as the site's owner. As the Charter School has developed a positive relationship with the neighborhoods surrounding the school site, as well, a long-term agreement will enable the Charter School to continue building this positive relationship.

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

Sincerely,

Larissa Adam, Superintendent

2021-22 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 Sunday, November 1, 2020.**
- 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: **Cox Academy**

Primary Contact Person Name: Sundar Chari Phone: 510-759-1331

Email: schari@efcps.net Fax:

Mailing Address: 333 Hegenberger Rd, Suite 600, Oakland, CA 94621

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

   For Table One:
   I downloaded the student list as of CBEDS date for each year requested. For the "Oakland Resident Classroom Based Enrollment", I excluded every student who lived outside of Oakland. I also downloaded our ADA report as of CBEDS date for every year requested and excluded any student who was on independent study. For "Total Enrollment" I listed every student enrolled as of CBEDS date.
   For the Projected Columns I used the cohort survival method for grades 2-5, where each grade level's enrollment is moved up one grade. For TK, I assumed an enrollment of 22, 20 in-District students, which assumes an additional enrollment of 1 student above SY2020 and 2 above SY2022. For K, I assumed an enrollment of 92, which assumes 3 more students than in SY2021 (86 in-district). For 1st grade we assumed 92 students (84 in-district), which assumes 6 more students than in SY2021 but only an increase of 3 from the rising cohort. For 2nd through 5th grade we assumed cohort survival plus 2 for 88, 95, 92, and 106 students respectively (80, 91, 83, and 103 in-District). These projections are more than reasonable and are conservative as they represent grade level enrollment lower than the Charter School's historical enrollment at each grade. It is also reasonable for us to project these slightly higher totals and in-District enrollments as EFC will be engaging in a stronger recruitment effort, including, but not limited to, canvassing the neighborhood as well as a citywide social media advertising campaign.

   For Table Two:
   I exported the "Daily ADA Report" for the requested years as of CBEDS date. That report excluded early TK students that are not receiving ADA until their 5th birthday. We also excluded any student who was enrolled in independent study for CBEDS date. For the "projected" column I took an average of the requested two years.

   For Table 3:

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I took the projected Oakland-resident, classroom-based enrollment from Table one and multiplied it by the projected attendance rate in Table 3.

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

   Cox Academy is located on the E Morris Cox Campus at 9860 Sunnyside St, Oakland, CA 94603.

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.)***

   Cox Academy, a TK-5th grade elementary school, is located on the former E. Morris Cox Elementary school campus in Oakland's Elmhurst District. Currently, it is co-located with the Reach campus and wishes to remain on the Cox campus. Please also note that Cox Academy is entitled to remain on the Cox campus as a conversion charter school (5 CCR Section 11969.3) and pursuant to its Letter of Agreement with the District, and is submitting this request solely at the request of the District, and not because Cox Academy has any obligation to do so in order to remain on its site (please see cover letter for more information).

   Cox Academy is housed in Buildings A, C, and D and the portables on the campus. Cox Academy is committed to continuing to serve the Elmhurst community in its current location. Cox Academy partners with Seneca Center, Reading Partners, Love Learn Success Expanded Learning Program, Creekside Church volunteers, Oakland Promise, and the Alameda County Food Bank. As part of the El Dorado SELPA, Cox Academy has partnered with Seneca Center to provide RTI and Special Education services. The Alameda County Food Bank provides food for our families.

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

   No school succeeds without focus, especially one with educationally-underserved students. EFC implements a core curriculum using Eureka Math, the Center for Collaborative Classroom Early Literacy Suite, and Engage NY Expeditionary Learning Units of Instruction in ELA. Science and social studies are addressed both as part of the integrated components of the Engage NY EL curriculum. Science is also taught as a released prep period, in a two specifically designated Science classrooms. In addition, all students receive art instruction in two specifically designated art classrooms. Students who read below grade level receive targeted intervention during the school day. The English Language Arts Tier 2 intervention utilizes the SIPPS explicit phonics program as well as a suite of computer-adaptive blended learning programs.

   Another critical link in the educational program for our students are the services and training provided to our parents. Community engagement is vital to our program. Through EFC's program and with partners,

such as Seneca and the Alameda Food Bank, EFC schools are able to provide parent curriculum meetings that teach parents about the grade level content and approaches for the upcoming month, English classes, technology classes, parenting classes, health, nutrition and fitness classes, and counseling services to our community.

The facilities implications include the traditional need for a classroom for each teacher, as well as a need for classrooms for Special Education, science and art, mental health services and a Parent Center.

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

Space Needed	Educational Program	Comments
25 classrooms	Self-contained TK-5th grade classrooms	Also used for Summer Program
1 classroom/Library	During school, targeted Tier 2 literacy intervention program conducted by Reading Partners and the Cox Tier 2 Literacy Interventionist. The Library is also open Inquiry research, regular class visitations, parents & families after school.	
3 classrooms	Specials classes: Science program, Art Program, Dance Program	Also used for Summer Program
1 classroom	Special Education Program: 2 RS teacher	Also used for Summer Program
2 office spaces	Special Education: Speech Therapist	Also used for Summer Program
1 office space	Literacy and Math Instructional Coach Office	
1 office space	Clinical/Therapy room for students and families receiving services	
1 classroom	Family Resource center and community room	
1 textbook room	Storage of instructional materials	

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Cafeteria space	Breakfast/Lunch Program, snack and pick up location for the afterschool (ASES program)	Also used for Summer Program
Classrooms, cafeteria/stage, staff lounge, art office, library	After-school intervention, and enrichment activities	Also used for Summer Program
1 office/ storage space	Location for PE Coach to store equipment	Also used for Summer Program
1 office	Office/Attendance Staff	Also used for Summer Program
3 offices	Principal and Assistant Principals (3)	Also used for Summer Program

If the comparison schools have any other regular teaching station space, specialized classroom space, or non-teaching station space not identified here, the Charter School expects that the District will provide it with a reasonably equivalent allocation of each kind of available space, consistent with the requirements of Proposition 39.

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.
Note: Due to the impact of COVID-19, charter schools should base their projected 2021-22 attendance rate on either the 2018-19 attendance rate or the 2019-20 P2 attendance rate (prior to the transition to distance learning).

Table 1: Enrollment

Grade Level	Oakland-Resident, Classroom-Based Enrollment			Total Enrollment		
	2019-20 (as of CBEDS Census Day)	**2020-21** (as of CBEDS Census Day)	**2021-22** (projected)	**2019-20** (as of CBEDS Census Day)	**2020-21** (as of CBEDS Census Day)	**2021-22** (projected)
TK	20	19	20	21	20	22
K	78	80	86	79	89	92
1	91	78	84	94	86	92
2	85	89	80	91	93	88
3	101	81	91	102	90	95
4	99	101	83	103	104	92
5	91	92	103	97	99	106
6						
7						
8						
9						
10						
11						
12						
TOTAL	**565**	**540**	**547**	**587**	**581**	**587**

Table 2: Attendance Rates

Grade Level	2018-19 Attendance Rate	2019-20 P2 Attendance Rate	Projected 2021-22 Attendance Rate
TK	92.47%	95.48%	93.98%
K	92.79%	94.30%	93.55%
1	94.84%	93.22%	94.03%
2	94.89%	95.05%	94.97%
3	94.79%	95.13%	94.96%
4	94.93%	95.42%	95.18%
5	95.72%	95.35%	95.54%
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12			

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2021-22 ADA	
	Oakland Resident, Classroom Based *(projected resident enrollment x projected attendance rate)*	**All Students Total** *(projected total enrollment x projected attendance rate)*
TK	18.795	20.6745
K	80.4487	86.0614
1	78.9852	86.5076
2	75.976	83.5736
3	86.4136	90.212
4	78.99525	87.561
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