

# Oakland Unified School District

## Office of Charter Schools



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

## Proposition 39 Facilities Request Form & Instructions 2024-25 School Year

### Key Deadlines

November 1, 2023	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2023	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 3, 2024	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2024	District makes preliminary facilities offer to Charter School
March 1, 2024	Charter School responds to preliminary facilities offer
April 1, 2024	District makes final facilities offer to Charter School
May 1, 2024	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools  
1011 Union Street #947  
Oakland, CA 94607  
Phone: (510) 879-1677  
[www.ousdcharters.net](http://www.ousdcharters.net)



**OFFICE OF CHARTER SCHOOLS**

**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 end of day on **Wednesday, November 1, 2023**. 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 any one or more of the following grade level(s) – TK, kindergarten, 6 <sup>th</sup> grade, and/or 9 <sup>th</sup> grade – <b>does not</b> increase by more than 15% between the 2022-23 and 2023-24 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, kindergarten, 6 <sup>th</sup> grade, and/or 9 <sup>th</sup> grade <b>does</b> increase by more than 15%* between the 2023-24 and 2024-25 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 2024-25	<b>Required</b>	<i>Do not submit</i>	<b>Required</b>	<b>Required</b>

\*Student application documentation is not required if a projected enrollment increase equal to or greater than 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. This requirement must be fulfilled by providing student application documentation from the 2022-23 and 2023-24 school years. Further instructions are included in Appendix II.



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- 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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**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](mailto: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:** Community School for Creative Education

Primary Contact Person Name: Phillip Gedeon Phone: 510-994-6309

Email: headofschool@communityschoolforcreativeeducation.org

Mailing Address: 2111 International Blvd, Oakland, CA 94568

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

Over the ten years of its existence, CSCE had seen steady and reliable gains in its enrollment, growing from 191 in its first year (2014-15) to 267 students in 2019-20 and 253 students in 2020-21. With its current enrollment at 187, CSCE, along with Oakland district schools and other charters, we currently are experiencing a decline in our enrollment for the 2023-24 due to the decline in school age students within the city of Oakland. Our current cumulative ADA for the 2023 - 2024 school year is a modest 90%. We have instituted a new position that is focused on partnering with families of all chronically absent students with the outlook of ensuring that we are maintaining our 92%, if not exceed it by the end of the school year.

We are projecting an ADA percentage of 94% in 2024-25 and a total enrollment of 200 students. Our plan to achieve our targeted enrollment is two-fold: 1) Increase enrollment in TK & K 2) Continue adding students where we have experienced the greatest interest and growth—grades 6-8. We are seeing an increase in enrollment at TK and Kindergarten. We are confident that for 2024-25 our TK and Kindergarten enrollment will continue to grow to more than 20 students due to our ability to recruit in-person both in local Head Start centers as well as in the community more broadly.

Historically, CSCE has always maintained a high student retention rate. We have an open lottery for all available slots for each school year and maintain a waitlist when necessary. Enrollment is open and continuous all year. For the current school year, 33% of students are new to CSCE.

CSCE has deep community ties with various organizations that assists the school with recruitment of students. CSCE has partnered with Faith in Action East Bay to work with families served by FIAEB, and

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FIAEB is also working with CSCE to inform its community about CSCE's programs and its critical role in the community, including featuring the school in its newsletter.

Within the last decade, CSCE has developed a number of services and programs that has helped to generate interest among families and student enrollment, such as providing food to our families and the San Antonio community on a bi-weekly basis, joint partnership with the San Antonio Coalition to address illegal dumping and human-trafficking within the neighborhood, and the implementation of an extended day and school year to support families in need of an early drop off, late pick up and summer programming.

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

2111 International Blvd, Oakland CA 94606

- 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.)**

CSCE is deeply rooted in the San Antonio neighborhood of Oakland. Since 2008, parents first began to organize for this intercultural Waldorf school serving San Antonio families and the surrounding community in partnership with Faith in Action East Bay (formerly Oakland Community Organizations). Since 2012, it was able to meet one key mission goal to be physically located in the San Antonio on 2111 International. Since then, a decade ago, CSCE has called 2111 International its home.

Thanks to hard and sustained work of CSCE families, staff and partners over this time, deep resilient partnerships have arisen to strengthen the fabric of the whole San Antonio community and the surrounding area.

Vital community partnerships in this area include: Lao Family Community Foundations, EBAYC, Saint Anthony's School, Israelite Baptist Church, Intertribal Friendship House, the Oakland Cambodian Buddhist Temple, East Side Arts Alliance, Intertribal Friendship House, Trybe, Sun Gate Head Start, De Colores Head Start, Franklin Head Start, San Antonio Park and Field and Cesar Chavez Library. CSCE was also a founding member of East Oakland Congress of Neighborhood and is a founding member of the FIAEB Illegal Dumping Campaign Local Organizing Committee where it has worked as a key partner since its 2015 founding to make East Oakland clean and beautiful for its families and community.

The geographic area of focus is 2111 International Blvd.

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

As a Waldorf school, engaging the whole child head heart and hand, in order to fully implement our educational program, CSCE needs, in addition to classrooms and adjacent spaces to serve our 12% + SPED, 56% + EL and other high need students in appropriate pull outs, also a garden area, an art room, a play yard, indoor space for movement, exercise and a multi-purpose room and an assembly space. We need 10 standard office areas. Finally, the location needs to be in the San Antonio community of Oakland due to our local community partnerships, food pantry and the proximity to public transportation for families.

**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	5	11	14	6	14	15
K	11	12	14	13	13	15
1	20	10	18	21	12	20
2	20	23	18	21	24	19
3	19	20	19	21	21	20
4	17	19	20	19	21	21
5	31	15	21	32	15	22
6	20	28	18	22	28	20
7	20	17	20	21	19	23
8	17	20	24	17	20	25
9						
10						
11						
12						
<b>TOTAL</b>	<b>180</b>	<b>175</b>	<b>186</b>	<b>193</b>	<b>187</b>	<b>200</b>

**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	82.34%	80.67%	86.42%	92%
K	83.47%	82.87%	91.05%	92%
1	83.14%	87.93%	85.32%	92%
2	80.99%	85.01%	90.26%	92%
3	91.02%	90.26%	91.46%	92%
4	88.24%	88.27%	90.74%	92%
5	87.86%	89.52%	92.33%	92%
6	90.41%	89.70%	93.34%	92%
7	75.05%	81.98%	93%	92%
8	99.26%	95.14%	83.61%	92%
9				
10				
11				
12				

**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	12.88	13.8
K	12.88	13.8
1	16.56	18.4
2	16.56	17.48
3	17.48	18.4
4	18.4	19.32
5	19.32	20.24
6	16.56	18.4
7	18.4	21.16
8	22.08	23
9		
10		
11		
12		
<b>TOTAL</b>	<b>171.12</b>	<b>184</b>