

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



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 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)
EXISTING SCHOOL				
(a) Existing charter school				
(b) Projected enrollment of any one or more of the following grade level(s) – TK, kindergarten, 6 th grade, and/or 9 th grade – does not increase by more than 15% between the 2022-23 and 2023-24 school years	Required	<i>Do not submit</i>	<i>Do not submit</i>	<i>Do not submit</i>
EXPANDING SCHOOL				
(a) Existing charter school				
(b) Projected enrollment of either TK, kindergarten, 6 th grade, and/or 9 th grade does increase by more than 15%* between the 2023-24 and 2024-25 school years	Required	Required	<i>Do not submit</i>	<i>Do not submit</i>
NEW SCHOOL				
(a) Charter school opening in 2024-25	Required	<i>Do not submit</i>	Required	Required

*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 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: Envision Academy of Arts & Technology

Primary Contact Person Name: Ja'Nay Jenkins Phone: 510-451-2415 x117

Email: jjenkins@envisionschools.org

Mailing Address: 111 Myrtle St. Ste. 203 Oakland, CA 94607

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

Envision Academy is an existing school and does not project an increase in its total enrollment. There has been an increasing in-district percentage of enrollment over the past four years. Given this trend we have projected the in-district enrollment percentage per rising grade remain the same as SY23/24. This puts the total in-district enrollment at 91%. This is a conservative projection given that in-district increase by 6% from SY22/23 to SY23/24 and was 93% in SY23/24. Envision Academy's recruitment efforts strive to achieve proportional representation from student populations reflected in Oakland as a whole and seeks out students residing across the city.

For the SY24/25 projected enrollment we used an average attrition rate of 3%. This is based on Envision Academy's attrition rate from SY22/23 to SY23/24. We anticipate recruiting and additional 25 9th graders, as we did for the incoming class of SY23/24, to join our rising 9th graders.

The third component contributing to our ADA projections is our attendance rate. We used an average attendance rate of 90% distributed disproportionately by grade. The disruptions of the COVID-19 pandemic and remote learning has impacted the grades differently, which is reflected in meaningful differences in attendance rate by grade cohorts. The methodology used to determine the projected attendance rate for SY24/25 was to apply the difference in attendance rate by grade from SY23 M01-03 to SY24 M01-03. We have implemented systems for identifying absent and chronically absent students and implemented tiered interventions to improve attendance rates and support student learning. We anticipate the focus and resources directed to increasing attendance will result in an attendance rate of 90% or higher in SY24/25.

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

Envision Academy is currently located at 1515 Webster St. in downtown Oakland, a privately leased facility. Envision Academy has been located at that campus since 2007. We consolidated our middle grades and high school campuses to one campus in SY23/24 to better support our students and families and fulfill our educational program.

- 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.)**

Based upon the needs of Envision Academy's educational program and the residency of the projected student enrollment, Envision Academy strongly desires to locate based on the geographic distribution of our current students and to keep our ties to downtown Oakland. Our in-district student enrollment is dispersed throughout the city and not geographically concentrated in a specific area and most of our students take AC transit or BART to get to our current location. About 29% of our current in-district students live in the neighborhoods surrounding McClymonds high school. About 19% of our current in-district students live in the neighborhoods surrounding Castlemont high school. About 22% of our current in-district students live in the neighborhoods surrounding Oakland Technical high school. The remaining 30% are spread across the other three OUSD comprehensive high schools' attendance areas.

Our main desire is to be located at a site where students are safe, facilities are contiguous, and there is a distinct identification for Envision Academy. Given these needs, we are willing to work with the District to identify a suitable location. Our preference is to be centrally located and close to public transportation. The campuses that fall within this range that may best meet our programmatic needs is Franklin Elementary.

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

Envision Academy's educational program has unique facilities needs. Envision Academy has major foci on art and technology, and requires facilities that are sufficient to carry out these key educational components. In order to provide this aspect of our educational program, the facility allocated to the Envision Academy must provide the following: facilities that provide for collaborative and project-based instruction including at least 10 regular teaching stations including an art studio, two (2) fully equipped science laboratory classrooms, one (1) computer labs, six (6) classrooms designed to support project-based learning that include a sink, and at least an additional two (2) rooms for our student social and emotional support services and intervention programs. We also request facilities wired for Internet access, a telephone/server room with proper air conditioning, ventilation, and storage; a performance

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space for exhibitions, administrative and counseling offices, Staff/Copier Room, janitorial closet with sink and supply storage, supplies storage room, and a facility that will accommodate high school 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.

In addition, and in accordance with its charter and its budget, Envision Academy operates grades 6 through 12 on one contiguous school site. Consequently, the educational program requires a single contiguous school site in which to operate grades 6-12.

Our review of the comparison group of schools reveals that the District students have access to the following types of specialized classroom space: Science Labs, Art Rooms, Gymnasium, Auditorium, Kitchen/Cafeteria, Library, restrooms sufficient for the student population, staff and student parking, outdoor Athletic fields and green space. As a result, a full allocation of facilities to Envision Academy would also include access or a share of the aforementioned specialized spaces.

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	0	0	0	0	0	0
K	0	0	0	0	0	0
1	0	0	0	0	0	0
2	0	0	0	0	0	0
3	0	0	0	0	0	0
4	0	0	0	0	0	0
5	9	0	0	11	0	0
6	16	22	22	18	23	23
7	15	11	21	16	11	22
8	8	15	10	9	16	11
9	41	34	32	42	34	41
10	55	32	32	60	36	34
11	40	49	33	48	53	35
12	56	47	48	68	52	51
TOTAL	240	210	198	272	225	217

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	0	0	0	0
K	0	0	0	0
1	0	0	0	0
2	0	0	0	0
3	0	0	0	0
4	0	0	0	0
5	0.838	0.800	0	0
6	0.756	0.714	0.802	0.850
7	0.827	0.797	0.906	0.988
8	0.737	0.565	0.803	0.868
9	0.781	0.727	0.815	0.847
10	0.876	0.813	0.885	0.894
11	0.863	0.835	0.918	0.973
12	0.855	0.835	0.862	0.871

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	0	0
K	0	0
1	0	0
2	0	0
3	0	0
4	0	0
5	0	0
6	18.7	19.55
7	20.748	21.736
8	8.68	9.548
9	27.104	34.727
10	28.608	30.396
11	32.109	34.055
12	41.808	44.421
TOTAL	177.757	194.433