

Oakland Unified School District

Office of Charter Schools



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Proposition 39 Facilities Request Form & Instructions 2023-24 School Year

Key Deadlines

November 1, 2022	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2022	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2023	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2023	District makes preliminary facilities offer to Charter School
March 1, 2023	Charter School responds to preliminary facilities offer
April 1, 2023	District makes final facilities offer to Charter School
May 1, 2023	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools
1000 Broadway, Suite 440
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 **Tuesday, November 1, 2022**. 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 2022-23 and 2023-24 school years	Required	Required	<i>Do not submit</i>	<i>Do not submit</i>
NEW SCHOOL				
(a) Charter school opening in 2023-24	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 2021-22 and 2022-23 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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2023-24 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 Tuesday, November 1, 2022**.
- 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: Mariko Highsmith Phone: 510-451-2415 x117

Email: mhighsmith@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 three years. The incoming 2022 9th grade class saw a 13% increase from the incoming 2021 9th grade class in its in-district percentage. Given this trend we have projected the in-district enrollment percentage the same as SY22/23 at 97%. 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 SY23/24 projected enrollment we used an attrition rate of 2%. This is based on Envision Academy's historical attrition rate of 5%, the increase in attrition we experienced during a return to in-person learning in SY21/22 and the 100% retention we experienced in our 9th grade class from SY21/22 to SY22/23. We anticipate our incoming 9th grade class of SY23/24 to be the same size as SY22/23 and continue the in-district and retention trends we experienced this year.

The third component contributing to our ADA projections is our attendance rate. The data from SY21/22 was significantly impacted by absences due to COVID-19 exposures. Prior to the pandemic years, Envision Academy's attendance rates averaged 9x%. Given the changes in health orders and local policy related to quarantine and the continued uncertainty about viral variants all schools face, we anticipate that our attendance rates will improve from SY21/22, but may not yet reach the pre-pandemic levels. Our school has identified increasing attendance rates as a focus for SY22/23. 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 SY23/24.

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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 on two non-contiguous, privately leased campuses in Oakland. Our Middle Grades program, grades 5 – 8, is located at 2501 Chestnut St. in West Oakland. We have leased this campus since June 2021. Our High School, grades 9 – 12, is located at 1515 Webster St. in downtown Oakland. We have leased our high school campus since 2007. Both campuses are within 1.5 miles of each other.

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 25% of our current in-district students live in the neighborhoods surrounding would otherwise attend Fremont or McClymonds high schools respectively. About 20% of our current in-district students live in the neighborhoods surrounding would otherwise attend Castlemont 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 are Westlake, La Escuelita, Franklin, and Bret Harte.

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

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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 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 9 through 12 on one contiguous school site. Consequently, the educational program requires a single contiguous school site in which to operate grades 9-12.

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

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		
	2021-22 (as of CBEDS Census Day)	2022-23 (as of CBEDS Census Day)	2023-24 (projected)	2021-22 (as of CBEDS Census Day)	2022-23 (as of CBEDS Census Day)	2023-24 (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	0	0	0	0	0	0
6	0	0	0	0	0	0
7	0	0	0	0	0	0
8	0	0	0	0	0	0
9	51	41	58	59	42	60
10	49	55	50	60	60	51
11	70	40	57	85	48	59
12		56	46	83	68	47
TOTAL	170	192	211	287	218	217

Table 2: Attendance Rate

Grade Level	2020-21 Attendance Rate	2021-22 Attendance Rate	Projected 2023-24 Attendance Rate
TK	0	0	0
K	0	0	0
1	0	0	0
2	0	0	0
3	0	0	0
4	0	0	0
5	0	0	0
6	0	0	0
7	0	0	0
8	0	0	0
9	82.48	83.18	90
10	81.87	81.36	90
11	86.42	85.96	90
12	83.74	85.37	90

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2023-24 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	0	0
7	0	0
8	0	0
9	52.2	54
10	45	45.9
11	51.3	53.1
12	41.4	42.3
TOTAL	189.9	195.3