

Oakland Unified School District

Office of Charter Schools



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

Proposition 39 Facilities Request Form & Instructions 2020-21 School Year

Key Deadlines

November 1, 2019 or earlier	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2019	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2020	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2020	District makes preliminary facilities offer to Charter School
March 1, 2020	Charter School responds to preliminary facilities offer
April 1, 2020	District makes final facilities offer to Charter School
May 1, 2020 (or 30 days from receipt of final offer)	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools
1000 Broadway, 3rd Floor, Suite 398
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 **5:00 pm on Friday, November 1, 2019**. 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 either TK, kindergarden, 6 th grade, and/or 9 th grade <u>does not</u> increase by more than 15% between the 2019-20 and 2020-21 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, kindergarden, 6 th grade, and/or 9 th grade <u>does</u> increase by more than 15%* between the 2019-20 and 2020-21 school years	Required	Required	<i>Do not submit</i>	<i>Do not submit</i>
New School	(a) Charter school opening in 2020-21	Required	<i>Do not submit</i>	Required	Required

*Student application documentation is not required if an enrollment increase of 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. Unlike in past years, this requirement must be fulfilled by providing student application documentation from the 2018-2019 and 2019-2020 school years. Further instructions are included in Appendix II.
- 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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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 **5:00 pm on Friday, November 1, 2019**.
- 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).
- A new or proposed charter school may make a facilities request for 2020-21 only if its charter petition was submitted on or before the October 23, 2019 OUSD Board meeting. A school's charter petition must be approved before March 15, 2020 in order to receive a Final Notification of Facilities.

Charter School Name: Latitude 37.8 High School

Primary Contact Person Name: Sandra F. Barrios

Phone: 510-904-6404

Email: sbarrios@efcps.net

Fax: 510-904-9104

Mailing Address: 333 Hegenberger Road, 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:

We downloaded the student list as of CBEDS date for each year requested. For the "Oakland Resident Classroom Based Enrollment", we excluded every student who lived outside of Oakland. We 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" we listed every student enrolled as of CBEDS date. For the Projected Columns, both in-District and total, we used the cohort survival method, where each grade level's enrollment is moved up one grade and for 9th grade, we assumed the same total and in-District enrollment as the current year. This is reasonable and conservative because between 18-19 and 19-20, Latitude's 9th grade enrollment increased by 7 in-District students (from 42 to 49 in-District students, with a total 9th grade enrollment increasing from 50 to 57 students), and in this request Latitude is projecting to only have a 9th grade enrollment of 57 students, 49 of whom will be in-District (the same as the current year). It is very reasonable to assume that we will easily enroll forty-nine 9th graders, especially since the number of students that apply is so high. For the 19-20 school year Latitude had around 318 applicants for 9th grade alone and with the in-District preference in our lottery, all but a few of our 9th graders will be in-District.

For Table Two:

I exported the "Daily ADA Report" for the requested years as of CBEDS date. That report excluded any student who was enrolled in independent study for CBEDS date. For the "projected" column I took an

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average of the requested two years for 9th grade, for 10th grade and 11th grade, I used this years 10th grade number.

For Table 3:

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.

Latitude 37.8 High School is currently located on the Merritt College Campus at 12500 Campus Drive, Oakland, CA 94619.

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.)

Latitude students and staff would like to be located within a 1 mile distance from the Fruitvale BART station, Lake Merritt BART station, 12th Street BART station or 19th Street BART station (in that order of preference). Access to BART is important for us because of the frequent field experiences that are integrated into our program.

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

Latitude students and staff will need:

- 10 classrooms
- At least one space that can accommodate electricity and ventilation for FabLab/Makerspace tools and machines, such as a laser cutter, which requires proper ventilation to the outdoors.
- 3 small SpEd classrooms and 1 small room for therapy
- 1 small classroom for ELL support
- 5-7 administrative offices (depending on size, staff may be able to share offices)
- Outdoor space for students to eat lunch

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		
	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (projected)	2018-19 (as of CBEDS Census Day)	2019-20 (as of CBEDS Census Day)	2020-21 (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	42	49	49	50	57	57
10	0	37	49	0	44	57
11	0	0	37	0	0	44
12	0	0	0	0	0	0
TOTAL	42	86	135	50	101	158

Table 2: Attendance Rates

Grade Level	2018-19 Attendance Rate	2019-20 Attendance Rate	Projected 2020-21 Attendance Rate
TK			
K			
1			
2			
3			
4			
5			
6			
7			
8			
9	95.68%	93.74%	94.71%
10		95.52%	95.52%
11			95.52%
12			

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2020-21 ADA	
	Oakland Resident, Classroom Based	Total
TK		
K		
1		
2		
3		
4		
5		
6		
7		
8		
9	46.41	53.98
10	46.80	54.45
11	35.34	42.03
12		
TOTAL	128.5551	150.46

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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	42	49	49	50	57	57
10	0	37	49	0	44	57
11	0	0	37	0	0	44
12	0	0	0	0	0	0
TOTAL	42	86	135	50	101	158

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TK			
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9	46.41	53.98
10	46.80	54.45
11	35.34	42.03
12		
TOTAL	128.5551	150.46

Funding Category	Grade	Days	Carry In	First Day Entry	Begin	Gain	Max	Loss	End	Last Day Exit	Carry Out	N/E	Abs.	Exc.	Unex.	Other Non Apport.	Apport.	Sched.	ADA	% ADA	
Regular Education	9	176	0	55	55	13	55	19	49	49	0	907	379	342	37	0	8394	8773	47.693	95.680%	
Regular Education 9-12	9-12	176	0	55	55	13	55	19	49	49	0	907	379	342	37	0	8394	8773	47.693	95.680%	
Regular Education	All	176	0	55	55	13	55	19	49	49	0	907	379	342	37	0	8394	8773	47.693	95.680%	
	All 9-12	176	0	55	55	13	55	19	49	49	0	907	379	342	37	0	8394	8773	47.693	95.680%	
	All	All	176	0	55	55	13	55	19	49	49	0	907	379	342	37	0	8394	8773	47.693	95.680%

Signature _____

Title _____

Date _____

Funding Category	Grade	Days	Carry First In Day Entry	Begin	Gain	Max	Loss	End	Last Day Out Exit	Carry Out	N/E	Abs.	Exc.	Unex.	Other Non Apport.	Apport.	Sched.	ADA	% ADA		
Regular Education	9	49	0	55	55	11	57	9	57	0	57	27	173	77	96	0	2593	2766	52.918	93.745%	
Regular Education	10	49	0	47	47	6	48	10	43	0	43	139	99	66	33	0	2114	2213	43.143	95.526%	
Regular Education 9-12	9-12	49	0	102	102	17	105	19	100	0	100	166	272	143	129	0	4707	4979	96.061	94.537%	
Regular Education	All	49	0	102	102	17	105	19	100	0	100	166	272	143	129	0	4707	4979	96.061	94.537%	
	All 9-12	49	0	102	102	17	105	19	100	0	100	166	272	143	129	0	4707	4979	96.061	94.537%	
	All	All	49	0	102	102	17	105	19	100	0	100	166	272	143	129	0	4707	4979	96.061	94.537%

Signature _____

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Date _____