



OFFICE OF CHARTER SCHOOLS

Oakland Unified School District

Office of Charter Schools



Proposition 39 Facilities Request Form & Instructions 2021-22 School Year

Key Deadlines

November 1, 2020	Charter School submits Prop 39 Facilities Request Form to OUSD Office of Charter Schools
December 1, 2020	District submits objections to Charter School's ADA projections ("Projection Objection Letter"), if applicable
January 2, 2021	Charter School responds to District's Projection Objection Letter, if applicable
February 1, 2021	District makes preliminary facilities offer to Charter School
March 1, 2021	Charter School responds to preliminary facilities offer
April 1, 2021	District makes final facilities offer to Charter School
May 1, 2021	Charter School notifies District to accept or decline the final facilities offer

Office of Charter Schools
1000 Broadway, 3rd Floor, Suite 300
Oakland, CA 94607



OFFICE OF CHARTER SCHOOLS

Phone: (510) 879-1677
www.ousdcharters.net

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 **Sunday, November 1, 2020**. 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	Required	<i>Do not submit</i>	<i>Do not submit</i>	<i>Do not submit</i>
	(b) Projected enrollment of either TK, kindergarden, 6 th grade, and/or 9 th grade does not increase by more than 15% between the 2020-21 and 2021-22 school years				
Expanding School	(a) Existing charter school	Required	Required	<i>Do not submit</i>	<i>Do not submit</i>
	(b) Projected enrollment of either TK, kindergarden, 6 th grade, and/or 9 th grade does increase by more than 15%* between the 2020-21 and 2021-22 school years				
New School	(a) Charter school opening in 2021-22	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 2019-20 and 2020-21 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.

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:

Primary Contact Person Name: Krishna Feeney

Phone: 510 842-1184 (w), 510 690-4838 (c)

Email: krishnaf@urbanmontessori.org

Fax: 510 479-0063

Mailing Address: 4551 Steele St., Oakland Ca, 94619

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

Average Daily Attendance (ADA) was calculated by multiplying attendance percentage times projected enrollment per grade level. Urban Montessori's historical average attendance percentage is 94% and therefore, the charter elected to use 94% as the projected attendance percentage for 2021-22. Urban Montessori is planning on growing next year, and therefore, projected slight increases in enrollment across grade levels. Urban Montessori is planning on increasing retention in grades 4-8 and increasing enrollment in grades TK-3. Overall, enrollment is projected to increase by 20 students or 5% of the total 2020-21 enrollment.

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

Urban Montessori Charter is currently occupying the Tilden campus at 4551 Steele St.

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.)

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Title 5 CCR Section 11969.9(c)(1)(E) requires the charter school to provide information regarding the District school site and/or general geographic area in which the Charter School wishes to locate. Urban Montessori's strong, first preference would be to be located in a single, contiguous site that is centrally located and easily accessible to 580 and would allow the school to grow. We are extremely happy with our current facility at 4551 Steele St, and would like to remain here. Our population comes from all over the city, with meaningful concentrations along the 580 corridor.

We moved to the Tilden Campus in July of 2020 and currently house our TK through 8th-grade students on the site. Over 40% percent of our currently enrolled TK through 8th-grade students reside in the zipcode of our school-site, 94619, or a zipcode that borders 94619 where our current campus is located.

Our program, which has mixed-aged classes with a lead and support teacher and 30-38 students per class, requires larger classroom spaces (ideally 1,200sq ft, and not smaller than 900 sq. ft.).

We would welcome the opportunity to discuss other long-term possibilities for our current facility that would allow us to stay here for longer than the 1-year Prop 39 term.

We can appreciate the challenges that the District faces in finding appropriate facilities for District and charter schools.

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

As you are aware, Urban Montessori is aligned with Montessori practices. Montessori classrooms are mixed age and typically have 30-38 students with two teachers. This classroom configuration allows for peer-to-peer teaching and highly differentiated instruction, as well as the constant movement of students. Unfortunately, most traditional classrooms are 750-950 sq. ft., which is smaller than the recommended 1,200 sq. ft. for Montessori classrooms.

Ideally, Urban Montessori would like to be in a building with larger classrooms that can accommodate its larger class sizes. Urban Montessori also has a robust design thinking program that necessitates a multi-purposed maker space. Urban Montessori has a large special education and RTI population (~12% of students) and requires additional resource spaces. The school also operates an after-school program throughout the school year that must be accommodated. The Tilden Campus serves our needs well.

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We would like to remain at our current school site, Tilden, that accommodates our whole student body in one location. Additionally, we would like the opportunity to negotiate a long-term lease that would allow us to access Prop 51 dollars for site improvements to the OUSD facility.

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.

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	19	15		20	19	21
K	61	35		72	37	49
1	48	60		53	75	65
2	46	46		58	53	67
3	48	48		51	60	48
4	48	43		52	45	45
5	31	50		33	54	40
6	17	22		24	24	44
7	11	15		13	20	20
8	16	6		17	8	16
9						
10						
11						
12						
TOTAL	345	340		393	395	415

Table 2: Attendance Rates

Grade Level	2018-19 Attendance Rate	2019-20 P2 Attendance Rate	Projected 2021-22 Attendance Rate
TK	93.54%	93.01%	94.00%
K	93.96%	93.06%	94.00%
1	92.95%	94.90%	94.00%
2	93.95%	93.10%	94.00%
3	93.62%	94.43%	94.00%
4	95.62%	93.54%	94.00%
5	95.45%	95.23%	94.00%
6	93.62%	94.15%	94.00%
7	94.69%	92.74%	94.00%
8	94.08%	93.18%	94.00%
9			
10			
11			
12			

Table 3: Average Daily Attendance (ADA) Projections

Grade Level	Projected 2021-22 ADA	
	Oakland Resident, Classroom Based <i>(projected resident enrollment x projected attendance rate)</i>	All Students Total <i>(projected total enrollment x projected attendance rate)</i>
TK	0	19.74
K	0	46.06
1	0	61.1
2	0	62.98
3	0	45.12
4	0	42.3
5	0	37.6
6	0	41.36
7	0	18.8
8	0	15.04
9		
10		
11		
12		
TOTAL	0	390.1

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TK	19	15	20	20	19	21
K	61	35	28	72	37	49
1	48	60	35	53	75	65
2	46	46	58	58	53	67
3	48	48	48	51	60	48
4	48	43	43	52	45	45
5	31	50	45	33	54	40
6	17	22	36	24	24	44
7	11	15	20	13	20	20
8	16	6	9	17	8	16
9						
10						
11						
12						
TOTAL	345	340	342	393	395	415

Table 2: Attendance Rates

Grade Level	2018-19 Attendance Rate	2019-20 P2 Attendance Rate	Projected 2021-22 Attendance Rate
TK	93.54%	93.01%	94.00%
K	93.96%	93.06%	94.00%
1	92.95%	94.90%	94.00%
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9			
10			
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12			

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Grade Level	Projected 2021-22 ADA	
	Oakland Resident, Classroom Based <i>(projected resident enrollment x projected attendance rate)</i>	All Students Total <i>(projected total enrollment x projected attendance rate)</i>
TK	18.8	19.74
K	26.32	46.06
1	32.9	61.1
2	54.52	62.98
3	45.12	45.12
4	40.42	42.3
5	42.3	37.6
6	33.84	41.36
7	18.8	18.8
8	8.46	15.04
9		
10		
11		
12		
TOTAL	321.48	390.1

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

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11		
12		
TOTAL	0	390.1